

Richmond Place Homeowner's Association

P.O. Box 13310 Savannah, GA 31416 912-236-7575

rphoa.bod@gmail.com

AMENITY ACCESS REGISTRATION

All Richmond Place Homeowner Association Facilities are for the exclusive use and enjoyment of Richmond Place Homeowners Association (RPHOA) Members who are in good standing with the HOA, as well as residents of said Members' homes. RPHOA members may invite up to five (5) guests per property to use the pool and playground facilities and up to three (3) guests per property to use the tennis courts; however, a RPHOA Member/resident must be present at all times when their guests are present at any of the HOA facilities. RPHOA Members/residents are liable for any damage caused by themselves, household members, invitees, or guests during such use. All instances of damages, theft, or vandalism must be immediately reported to Premier Services & Management at 912-236-7575. Anyone observing such infractions is encouraged to make a report as soon as possible. (24 hour surveillance is used to aid in prosecution)

RPHOA Amenity Access Cards may only be presented / used by household members of a Richmond Place residence. Assigned access cards will be deactivated for any homeowner/resident not in good standing with the RPHOA and a \$25.00 deactivation/reactivation fee will be assessed to the respective homeowner's account. Sharing of cards is strictly prohibited. Lost, stolen, or damaged cards should be reported immediately to PSM and may be replaced for \$35.00. Only one card per residence will be issued.

Tenant Key Card will be activated for lease term specified.

The following information must be supplied prior to an access card being assigned to your home. Please print all information.

_____ Richmond Place Address

Owner's/Tenant Name: _____

Phone Number: _____ Email: _____

List names of all Occupants of above property as well as DOB of children:

NAME	DOB	NAME	DOB

By completing and signing this document, I hereby accept responsibility for all members of my household, invitees, and guests who access any of the RPHOA facilities. I have read/explained to all listed above the Richmond Place Rules and Pool Policies and those provided in this document. We understand that failure to comply as written may result in the suspension of all HOA privileges and the assessment of applicable fees & fines.

Renter Signature & Date

Agent Signature & Date

Eligibility verified Y/N Key Card # _____ Programmed on: _____

Received on: _____ Processed by: _____

QB: _____