

AUTUMN LAKES AMENITIES _____
(YEAR)

CURRENT OWNER FORM ON FILE

UNIT ADDRESS: _____

PRINTED NAME: _____

TENNIS/PICKLEBALL COURT KEY: I understand that each unit can request one key. There is a \$10 fee for a new key and \$25 to replace a lost key. Owners must have a current Homeowner Information Form on file. Tenant information must be included where applicable. Please allow 5 business days to be assigned a key. I understand that the key is not to be loaned to anyone or passed on to future owners. Court rules are listed on the Autumn Lakes Website and the CPM Portal. A legal resident or registered tenant must be present at all times for their guests to use the court area. There is a maximum number of 5 guests per unit, unless a one-time special Board permission has been granted.

- I currently have a key
- I have lost my previously assigned key, and need a new one (\$25)
- I would like a key assigned to my unit (\$10 fee)

OWNER SIGNATURE: _____ **DATE:** _____

LOWER CLUBHOUSE AND POOL ACCESS CARD: I understand that each unit is allowed up to two access cards. There is a \$10 fee for all new/ replacement cards. In order for the card to be activated each year, owners must be current on their HOA assessment fees (due 1st of the month) and have a current Homeowner Information Form on file. Tenant information must be included where applicable. Please allow 5 business days to activate new/replacement cards. Cards deactivated due to late payment (after the 15th) will not be reactivated until the following month and then only if past due amounts and the current month are up to date. I understand that the access card is not to be loaned to anyone or passed on to future owners. The full list of pool rules are listed on the Autumn Lakes Website and the CPM Portal. A legal resident or registered tenant must be present at all times for their guests to use the pool or lower clubhouse area. There is a maximum number of 6 guests per unit, unless a one-time special Board permission has been granted. The card(s) is activated at the beginning of each pool season.

POOL/CLUBHOUSE CARD #: _____ - _____

2ND POOL/CLUBHOUSE CARD #: _____ - _____

- I would like a (new or replacement) access card (\$10)
- I would like to add a second access card (\$10)

OWNER SIGNATURE: _____ **DATE:** _____

Payment for keys/cards may be made at portal.cpmgateway.com or via check made out to Autumn Lakes sent to CPM at P.O. Box 52983, Phoenix, AZ 85072-2983. Be sure to include your account number in the memo line of the check.