



## Request for Pool Key Card

**\*All assessments and fees must be current\***

NAME: \_\_\_\_\_  
Last First

ARE YOU THE OWNER: YES NO IS THIS YOUR FIRST KEY: YES NO  
(Circle one for each question)

PROPERTY ADDRESS: \_\_\_\_\_

IS THIS FOR A RENTER? \_\_\_\_\_ \*RENTER'S NAME: \_\_\_\_\_

MAILING ADDRESS IF DIFFERENT: \_\_\_\_\_

*\*\*Please include alternate address if request will be mailed out differently than listed property address shown above\*\**

CELL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

### ***IMPORTANT!!!***

***Each homeowner will receive ONLY one key card per household. All resale properties must retrieve pool key card from the previous owner of the property, or you may purchase a replacement or additional key at \$25.00 each***

Additional or Replacement Key: \_\_\_\_\_ x \$25.00 each. Total Due: \$ \_\_\_\_\_

**Please make checks payable to Winn Ridge HOA, Inc.**

**This form can be returned by regular mail or via-email to [poolkeys@essexhoa.com](mailto:poolkeys@essexhoa.com).**

*\*Management has ten (10) business days to review and process your request. Should you have any questions you may submit an inquiry via the "Contact Us" tab on the Association's website and an Essex Association Management representative will respond promptly. To ensure a response, please include the name of your association, your address, and a telephone number.*

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