



Request for Pool Key Card

All assessments and fees must be current

NAME: _____
Last First

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 as shown above

PHONE: _____ EMAIL: _____

IMPORTANT!!!

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

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

Please make checks payable to Shale HOA.

This form can be returned by regular mail or via-email to 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.

Essex Association Management
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Carrollton, TX 75006
972-428-2030
www.shalehoa.com