NEPENTHE ASSOCIATION

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Amenity Key Policy

Date of Board Adoption: March 6, 2019

Purpose: To improve safety and security at Nepenthe, keys are required to use the amenities. These keys will be issued by management during business hours.

Process:
An electronic access key or standard (tennis court) key will be issued to any resident who is at least 18 years of age and is a member in good standing.

To obtain a key, each resident must sign the attached Amenity Use Agreement; provide picture identification and proof of residency (driver's license, bank statement, credit card billing or utility statement that contains the Nepenthe address) if not previously provided. If a Resident Information Form has not been completed previously, it will be required to obtain any keys.

The cost for electronic access key is $10.00 and the cost for the standard key is $5.00, payable by check only. Replacements for lost electronic keys may be purchased for $25.00.

Upon moving out of the community, each resident is responsible to notify management. If the electronic key was purchased within a year prior to moving out, the resident may obtain a refund. The refund will be processed through the management company's accounting department and may take up to six weeks.