



## Request for Pool Key Card

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

This form must be completed and returned to our office in order to receive your pool card.

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\*\****

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: \$ \_\_\_\_\_

Key Card # No Longer Working: \_\_\_\_\_

Please make checks payable to Creeks of Legacy 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) 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, L.P.  
1512 Crescent Drive, Suite 112  
Carrollton, TX 75006  
Phone: (972) 428-2030 Fax: (469) 342-8205  
[www.creekslegacyhoa.com](http://www.creekslegacyhoa.com)