

NEW RESIDENT KEY ASSIGNMENT

(Other than pool keys and tags)

UNIT #            NEW MEMBERS NAME

The following keys were turned over to the above listed resident at the time of the unit transfer in the Co-op office:

\_\_\_\_\_ Laundry Room Key

\_\_\_\_\_ Mail Box Key(s)

\_\_\_\_\_ Front Door Key(s)

\_\_\_\_\_ Back Door Key(s)

\_\_\_\_\_ Other (Specify) \_\_\_\_\_

ACKNOWLEDGEMENT AND RECEIPT:

I hereby acknowledge receipt of the above listed keys. I further acknowledge that all keys listed above shall be turned in to the Co-op office should I choose to terminate my membership in Scottsdale East Homes, Inc.

Failure to return the laundry room key OR the mailbox key(s) will result in a \$10.00 fee for each key not returned.

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Member of Record

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Date

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