



**Waterleaf Homeowners' Association, Inc.**

12234 Waterleaf Boulevard, Jacksonville FL 32225

Phone: 904-642-7547

www.waterleafhoa.com

## Access Card Request

**Please Print All Information**

NAME: (Resident/Tenant) \_\_\_\_\_

NAME: (Homeowner/Landlord) \_\_\_\_\_

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

HOME PHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Return this form:**

- Directly to the Management Office Monday - Thursday 8 a.m. – 1 p.m. or Friday 12 p.m. – 5 p.m.
- By email: [manager@waterleafhoa.com](mailto:manager@waterleafhoa.com)
- By mail: 12234 Waterleaf Boulevard, Jacksonville, FL 32225

**Access cards are \$25 per set for new or replacement cards**

**Please make checks payable to Waterleaf HOA**

***Previously distributed cards will be deactivated. Two active cards are allowed per household***

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**FOR INTERNAL USE ONLY:**

Number of Card #1: \_\_\_\_\_

Number of Card #2: \_\_\_\_\_

Activation Date: \_\_\_\_\_

Payment Received:  Check  Money Order  Credit Card

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**Please allow 2 business days for the return of your cards**