



ISSUANCE OF KEY AND CHANGE OF LOCKS

I _____

RESIDING AT _____

UNIT # _____

ACKNOWLEDGE RECEIPT OF TWO (2) KEYS TO EXTERIOR DOORS AT THE ABOVE REFERENCED ADDRESS:

RESIDENT MUST READ AND SIGN BELOW: BY SIGNING RESIDENT IS AGREEING TO THE FOLLOWING TERMS:

1. RESIDENT SHALL BE RESPONSIBLE FOR ALL PERSONS/PARTIES RECEIVING A KEY.
2. RESIDENT MAY BE HELD LIABLE FOR ALL DAMAGES CAUSED BY PERSONS/PARTIES ISSUED A KEY.
3. RESIDENTS MUST IMMEDIATELY REPORT ALL LOST OR DAMAGED KEYS TO BUILDING MANAGER.
4. SHA WILL RESERVE THE RIGHT TO CHARGE A \$50.00 FEE FOR EXTRA OR REPLACEMENT KEYS
5. SHA WILL RESERVE THE RIGHT TO DENY MULTIPLE REQUESTS FOR KEYS IF IT DETERMINES SECURITY HAS BEEN COMPROMISED
6. CRIMINAL ACTIVITY BY PERSONS/PARTIES ISSUED A KEY BY RESIDENT MAY RESULT IN LEASE TERMINATION AND/OR EVICTION.
7. RESIDENT AGREES TO RETURN ANY/ALL KEYS UPON LEASE TERMINATION.

SIGNATURE

DATE