



OAKWOOD GLEN ASSOCIATION

www.oakwoodglen.net

REQUEST FOR ELECTRONIC CARD KEY FOR FRONT PARK/POOL

DATE \_\_\_\_\_

KEY NUMBER(S) ASSIGNED (internal use only): \_\_\_\_\_

REMOVE LOST KEY (internal use only): \_\_\_\_\_

AMOUNT COLLECTED (internal use only): \_\_\_\_\_

OWN / RENT (internal use only): \_\_\_\_\_

ID (internal use only): \_\_\_\_\_

ACCOUNT BALANCE (internal use only): \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_, SPRING, TEXAS 77379

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

HOME / CELL NUMBER \_\_\_\_\_

EMERGENCY CONTACT NAME \_\_\_\_\_

EMERGENCY CONTACT NUMBER \_\_\_\_\_

NAMES AND AGES OF ALL PERSONS IN YOUR HOME THAT MAY USE THE KEY FOB

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

**TERMS, CONDITIONS AND STIPULATIONS:**

- This key is provided by OAKWOOD GLEN ASSOCIATION to the party named above at the address shown above and provides access to the park and pool located on Oakwood Glen Boulevard, Spring, Texas 77379.
- Access hours PARK: 8:00 A.M. TO 11:00 PM  
POOL: 12:00 P.M. TO 8:00 P.M., TUESDAY THROUGH SUNDAY,  
CLOSED MONDAY, DURING THE SEASON ONLY.
- If the key is lost or stolen you MUST notify the management company, shown below, within 48 hours of knowledge of the event of loss or theft.
- An additional key (maximum of 2 per address) may be purchased for \$25.00 per key. This is a purchase and is not refundable upon return of the key. In the event that you request more than 1 additional key the first key(s) issued will be de-activated and only two (2) keys will be active for any address.
- You must be current on all maintenance dues and be a member in good standing in order to receive a key. Maintenance dues are payable to OAKWOOD GLEN ASSOCIATION, in care of the Association as shown below

Oakwood Glen Association  
c/o Sterling Association Services, Inc.  
6842 North Sam Houston Parkway West

Houston, Texas 77064  
Fax: (832) 678-4510

Customer Care: (832) 678-4500

pool@oakwoodglen.net