



Authorization to Store Unit Key in Office Key Box

I, _____, of unit # _____ do hereby authorize and voluntarily agree to store a copy of my residential unit key within the Association key box.

This key shall be used for the purposes of gaining emergency access during building emergencies whereby delayed access may allow damages to continue OR prevent damages from increasing or occurring at all. If the owner / resident requests the key be turned over to a vendor, etc. it shall immediately invalidate this agreement. The key shall not be received back without the completion of a new authorization.

I understand that the use of my provided key will not be made without myself, or a listed name on my registration form, first being notified by phone or other measures. However, if, after attempts have been made, I further agree that access may be made provided that verifiable means are present to confirm a notification attempt was made.

I understand that the Association shall maintain my key in accordance with standard key storage procedures and that no identifying features will be placed on the key tag to correspond it to my unit beyond the key storage tag number beyond industry accepted practices.

I agree to hold blameless and without liability the Association and its staff for any damages that may occur to my item(s) for any reason whatsoever as it pertains to the storage of my key.

This authorization will remain in place until cancelled by myself or I no longer reside within the building.

Signed: _____

Date: _____

Cc: File Copy