



# ELWCA Access Control Registration Form

**Important Instructions:** This form must be submitted by an Authorized Community Contact. RESIDENTS, PLEASE PROVIDE THE COMPLETED DOCUMENT TO YOUR PROPERTY MANAGER OR COMMUNITY STAFF. Please type or print clearly. Attempting to submit this form via an unauthorized contact or illegibly will delay processing. If multiple tenants reside at the same address, each must complete their own form. Copy of the vehicle registration and proof of address must be provided for each vehicle listed on the application.

<b>Community Name:</b>	<b>City:</b>	<b>State:</b>
Property Street Address (including unit if applicable):		

<input type="checkbox"/> <b>NEW</b> Homeowner	<input type="checkbox"/> <b>UPDATE</b> Existing Homeowner	<input type="checkbox"/> <b>NEW</b> Tenant	<input type="checkbox"/> <b>UPDATE</b> Existing Tenant
<u>New Homeowner Move In Date:</u>		<u>Tenant Lease Start:</u>	<u>Tenant Lease End:</u>

Should all prior homeowners/tenants be deactivated?  Yes  No

If yes, please provide date to be deactivated:

**Access Level:**  Resident  Employee  Vendor  Tenant (Please complete a separate form for individuals with different access levels)

First and Last Name	Phone Number	Email Address	Credential (RFID) Number	Make, Model, State, and Plate Number

Please allow up to **48 hours** for processing. The information above will remain confidential and will be used solely for the purpose stated. It is the responsibility of the homeowner/tenant to keep the information above current. Should there be changes to the above, you will need to provide a new form. The form can be downloaded from the ELWCA website at [www.eastlakewoodlands.com](http://www.eastlakewoodlands.com). Forms can be submitted in person at Management and Associates, 720 Brooker Creek Blvd., Suite206, Oldsmar, FL. or mailed with payment to: ELWCA c/o Management & Associates 720 Brooker Creek Blvd. Suite206, Oldsmar, FL. **Limit of 5 RFIDs per household.**