

Please read prior to signing authorization

Renaissance I Condominium Key Release Authorization

As a courtesy to Renaissance Condominium owners, the Association maintains a locked key box adjacent to the security desk, where owners may leave a key to their apartment for use by a designated vendor, housekeeper or service organization.

The owner must designate in writing (on the form on the next page) the name of the housekeeper or service organization that is authorized to receive the key. A key access log will be maintained by security and must be signed by the authorized recipient when a key is checked out or returned.

Keys will not be held for apartments that are for lease, or listed for sale. A listing agent may place the apartment key for a listed unit in an approved, standard realtor lock box and may attach the lock box to the courtesy lock box board located in the alcove adjacent to the security desk.

Lessees, relatives, and guests must obtain unit keys directly from the apartment owner or from a rental agency.

Renaissance I Condominiums

I, (print) _____, owner of Unit _____ in the Renaissance I Condominium, authorize the Renaissance Association to hold a key to my apartment in a locked container that is under the control of the Renaissance Security Officer or Concierge. I further acknowledge that courtesy key programs that hold and distribute apartment keys on demand to named individuals or organizations are inherently risky.

I accept full responsibility for the use, misuse, or loss of my key and I relieve the Renaissance Association, its employees, and officers, from a liability resulting from the loss, misuse, illegal use or unauthorized copying of my apartment key. Renaissance employees will not accompany or supervise authorized key recipients and cannot assist the recipient if the key does not work. Timely and safe return of a key to the key box is the responsibility of the authorized recipient.

I understand that the owner must provide a copy of the unit key and that the Association does not make copies. I acknowledge that the Renaissance I Condominium Association is not responsible for the ultimate use or misuse of the key and cannot guarantee that a courtesy key will not be duplicated, lost, misplaced or stolen.

By signing below, I acknowledge that I am the owner of the apartment, that I have read and understand the contents of this Key Release Authorization form, and that I agree and will abide by all of its provisions and restrictions. This document supersedes any and all previous key authorizations that may have been issued for my apartment, which are no longer valid.

I authorize the Renaissance Association to give my apartment courtesy key – which I have supplied with this form – upon demand, to:

Vendor or technician: _____

Unit # _____ **Date** _____

Owner signature _____

Section below for office use only

Signed authorization and unit key received by. _____
Signature of authorized Renaissance representative

Printed name _____ Date _____

5/13/09