

The Lakes Community

Common Area ID Request Form

Owner Name (s): _____

Street Address: _____

Phone Number: _____

*If renting/leasing your home, please proceed to renter information sections. Owners renting out their homes to tenants may not obtain a badge (CC&Rs sections 2.3 and 7.1)

*You must be a member in good standing to obtain a Lakes Badge/ID (CC&R's 4.1.14)

Rental and Tenant Information:

Name of Renter(s): _____

Lease Expiration Date: _____

The owner has provided me with a copy of the common area rules as part of my lease agreement. Owner Initials _____ **Tenant Initials** _____

All Tenants wishing to obtain a badge must be listed on lease agreement. Please proceed to Resident information to complete this form.

Residents Badge Information

All Adults Permanently Residing in Home (over 18):

1. _____
2. _____
3. _____
4. _____

*Proof of residency is required for all adults. This includes adult children over 18. Please see ID checklist on page 2.

* You must be a full time resident or a resident that does not rent out property in order to obtain a badge. You may not obtain a badge if you are a care giver, guest or have a permanent address outside of the community.

All Youth Residents Residing in the Home (14 to 17):

1. _____ **AGE:** _____
2. _____ **AGE:** _____
3. _____ **AGE:** _____
4. _____ **AGE:** _____

*Parent or Adult guardian must be present in order to obtain youth badges for their children. A youth obtaining a badge must be a resident of the community. Children that are part time residents in the community due to custody orders are allowed to obtain badges.

* Youth badges are only allowed to bring a limited guests and may not bring anyone under the age of 14 to the pool or common area.

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ID Request Checklist

- Government Issued Photo ID (military ID, state issued ID or driver's license)
 - ✓ Driver's license or state issued ID must be current with a Lakes Community address.
 - ✓ If changing your address, please present DMV change of address card
- Youth Badges only (ages 14-17): Current School ID or birth certificate
- Proof of Residency:
 - ✓ **Lease or room rental agreement:** adults living in your home or renting a room must bring a **copy** of a signed lease agreement or room rental agreement with expiration clearly indicated. All agreements must be signed by owner of the home and residing adult/renter.
 - ✓ **Lease:** Renters/Tenants renting entire home are required to submit a **copy** of the Full Lease Agreement. All agreements must be signed by owner of the home and tenants. Expired lease agreements will not be accepted. *If lease agreement is expired, must submit a **copy** of an addendum showing lease extension of at least one year along with full original lease agreement. Leases that are expired but state that they are month to month will not be accepted*
 - ✓ **Utility Bill:** Owners that driver's license do not have community address must show a current utility bill.
- Completed the ID form listing all persons who are requesting an ID.

Persons requesting ID must be present in order to take picture at the time ID is being issued.

Management can *not* make copies of any documents. Residents are required to bring copies of all required documents at the time they are requesting ID/Badge.

By signing this form and checklist, I agree that the information provided is accurate and that all residents obtaining a badge are indeed full time residents of the community. I, as the owner of the property, understand that I am responsible for the actions of those obtaining a badge. Any failure to follow common area rules may result in the suspension of privileges and/or fines as indicated in the CC&R's and Rules and Regulations of the community. Any resident obtaining a badge for someone that is found not to be a full time resident, may have the households privileges suspended immediately.

Owner Signature: _____ **Date:** _____