



## **POOL, TENNIS COURTS AND CLUBHOUSE ACCESS**

### **FOB Key Activation Required**

No action is needed if you do not use the Tennis Courts or Pool.

Indian Creek has completed major enhancements and improvements to the security cameras, alarm system and lighting in the Pool, Tennis Courts and Clubhouse areas. In addition, the HOA is currently in the process of installing a significant upgrade to the existing 15 year old system which provides physical access to these amenities by use of magnetic gate latches.

#### **Effective March 1, 2015:**

As a result of these upgrades, existing FOB Keys will no longer provide gate access to these areas until the FOB Keys have been activated in the new system.

### **Activation Process**

**Each homeowner must fill out, sign and return the enclosed FOB Key Application form. Activation will be done remotely and a visit to the Clubhouse is not necessary if you properly complete the application and have the correct FOB Key number.**

**There is no charge or fee required.**

**NOTE:** Activation will not work if you provide an incorrect or blank FOB Key number on the form. Therefore, if you are unable to read the FOB number on the back of your FOB key or if you have lost or need additional FOB Keys for members of your household, you will need to contact Mike Kingsmore to setup an appointment to meet at the Clubhouse in order to complete activation. (See contact information below.)

#### **The Completed and Signed FOB Key Application may be returned as follows:**

- Bring the Form to the Annual HOA Meeting and hand deliver to Management, or
- Email to: [mkingsmore@excelam.com](mailto:mkingsmore@excelam.com), or
- Drop off at the Indian Creek Clubhouse located at:  
1689 Bandera  
Carrollton, TX 75010  
(Mail Slot to the left of the front door if after hours), or
- Mail to:  
P.O. Box 941169  
Plano, TX 75094

#### **Contact Mike Kingsmore**

Email - [mkingsmore@excelam.com](mailto:mkingsmore@excelam.com)

Phone – 972-881-7488

**NOTE:** Once activated in the new system, the FOB Key may be used in the same manner as before, by merely placing the FOB within 6" of the gate reader so the magnetic latch is released.



*Indian Creek/Carrollton  
Homeowners Association, Inc.*  
1689 Bandera Drive, Carrollton, TX 75010  
("ICCHOA")

For Office Use Only

HOA Account # \_\_\_\_\_  
Dues Current: Yes No [Amt \$ \_\_\_\_\_]  
Valid ID on File (D/L, Passport): Y N  
Initial FOB Key (No Charge) \_\_\_\_\_  
Additional FOB Key @\$25 ea. \_\_\_\_\_

**FOB KEY APPLICATION AND AGREEMENT**

- 1 By signing this FOB Key Agreement form, I represent and agree to abide by the rules and regulations of the ICCHOA as stated in the Bylaws, the Declaration of Covenants, Conditions and Restrictions, the Guidelines as periodically issued by the Board of Directors and all other governing documents of the ICCHOA under which I am a Member.
- 2 By acceptance of this key, I agree to ensure that the Key will not be given to any person not a resident of my home unless advanced WRITTEN approval is obtained from the ICCHOA Management Company whose contact information is listed below. I understand the Key is not transferable and may be seized and/or rendered inactive if used by unauthorized persons.
- 3 I understand that the Key remains the property of the ICCHOA and must be surrendered upon sale of my home or upon request of the ICCHOA or its management company.
- 4 I understand the Key is only programmed for access to the controlled fenced-in areas of the swimming pool and tennis courts, and that access to the interior of the Clubhouse is by reservation only and must be processed separately through the management company in accordance with Clubhouse Rental Guidelines then in affect.
- 5 I understand and agree to secure all areas after entry and exit to prevent unauthorized access.
- 6 I agree to conduct my activity and to ensure any activities of my family and guests are in accordance with the posted rules and regulations and all other governing documents of the ICCHOA and that I am jointly and severally liable for damages or injuries which may be caused directly or indirectly by my failure or the failure of my family and guests to follow such rules and regulations and if any injury or damage results from my actions or those of my guests, I agree to indemnify and hold harmless the Officers, Directors and Management Company employees and owners from any loss, expenses or claims arising out of such injury or damage
- 7 I understand and acknowledge that the use of all common areas in the HOA, including the swimming pool, tennis courts, clubhouse and other amenities is solely and exclusively at my own risk.
- 8 I understand and agree that failure to keep my HOA Account in good standing and to pay all HOA dues, special assessments and other valid charges in a timely manner will result in the forfeiture, without notice, of my right to enter and use HOA common areas and amenities until payment in full is received.
- 9 I understand that there is a cost of twenty-five dollars (\$25) per Key to replace a lost FOB Key or to obtain a second key. There is no charge for the initial Key. I agree to notify the management company regarding all lost FOB Keys in order to prevent their unauthorized use. Only two (2) active FOB Keys may be issued to an HOA Members household.

**OWNER OF RECORD - PLEASE PRINT CLEARLY** (Attach Copy of Driver License or other legal form of Identification)

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ 1st FOB Key# \_\_\_\_\_  
 Email: \_\_\_\_\_ 2nd FOB Key# \_\_\_\_\_  
 Signature: \_\_\_\_\_

First key or new system activation: no charge.  
 Additional or Replacement Key: \$25 each  
 CASH \$ \_\_\_\_\_ CHECK # \_\_\_\_\_

**Management Company:** Excel Association Management, 1689 Bandera, Carrollton, TX 75010  
 Ph: 972-881-7488. Fax: 972-578-280

Please HAND DELIVER the completed, signed and dated form to the HOA Office in the Clubhouse at 1689 Bandera, Carrollton, TX 75010. If no one is present, place the form in the mail slot to the left of the entrance door. Contact 972-881-7488 if you have any questions or need assistance in completing this form. Or you may mail to: Indian Creek/Carrollton HOA, PO Box 941169, Plano, TX 75094.