



BALD HEAD ASSOCIATION
 P.O. BOX 3030
 BALD HEAD ISLAND, N.C. 28461

Form should be mailed to the Association address. A faxed copy to (910) 457-4677 is also acceptable.

KEY HOLDING AGREEMENT

I (we), the following deed holder(s), _____ Email Address: _____

Daytime Phone: _____ Island House Address: _____

do request that the Bald Head Association maintain a key to our home, which may be provided by an agent of that organization, upon request, to those who represent themselves as agents of the service providers below. We release the BHA from any incident of damage, theft or other liability that may occur relating to providing this service, including, without limitation, the verification of identification of persons requesting keys.

We further understand that this service will be provided during the reasonable business hours of 9:00 am - 4:00 pm Monday thru Friday only, or as they may from time to time change, and that this key service is being offered to facilitate maintenance services for our Unit only, not to provide access for renters to our Unit.

We understand that we are responsible for promptly notifying the Association of any changes to the list of service providers. We further understand that the Association offers this service as a convenience only, and that the Association reserves the right to suspend or revoke the service at any time for any reason, or no reason whatsoever.

Signature(s): _____ Mother's Maiden Name* _____
*for call-in updates to list

Printed Name(s): _____ Date: _____

Please print below the names of the service providers you use that are authorized to come pick up keys to your home. You may call in and add or delete from this list at any time, but that company must be on this list for us to release your key.

(Please use the back if you need more room)