

**LIDO OF PINELLAS  
UNIT KEY PROGRAM**

DATE: \_\_\_\_\_

Unit #: \_\_\_\_\_

Unit Owner's Name: \_\_\_\_\_

(Please Print)

OTHER IMPORTANT INFORMATION: (Optional)

Are your car keys in the unit? \_\_\_\_\_

Is there someone we can contact who would be able to move your vehicle if necessary? \_\_\_\_\_

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Do you have a maintenance contract on your appliances? \_\_\_\_\_

If so, with whom? \_\_\_\_\_

Contract # \_\_\_\_\_

Homeowner's Insurance Agent: \_\_\_\_\_

Agent's telephone number: \_\_\_\_\_

**YOUR COMMENTS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CHECK ONE:**

\_\_\_\_\_ I am enclosing a key to my unit to be secured in the Association Lock Box.

\_\_\_\_\_ I have chosen NOT to provide the Association with a key to my unit, and understand that in the event of an emergency, the Association will enter the unit with or without my permission, for which I will be responsible for payment if a locksmith is required.

Unit Owner's Signature: \_\_\_\_\_

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DO NOT WRITE BELOW THIS LINE

DATE KEY(S) RECEIVED: \_\_\_\_\_

DESCRIPTION OF KEYS: \_\_\_\_\_

## **LIDO OF PINELLAS EMERGENCY UNIT KEY PROGRAM**

Dear New Unit Owner:

Your Board of Directors welcomes you to the Lido and wishes to inform you of our emergency key program.

The Board requests you provide the association with keys to your unit to be used only for emergency purposes.

Emergencies, such as water leaks from broken pipes, showers, toilet seals, and air conditioners, or electrical problems, fire, or other emergencies can cause major damage in a very short period of time. Past experience has proven that time is of the essence to prevent large losses. The most time consuming efforts are those Management spends in hunting for a key or waiting for a locksmith.

The association Documents and the Florida Statutes provide the Board of Directors with authority to obtain entry to your unit without your permission for the above stated items. The Board, however, would like to set up a cooperative plan where every effort would be made to contact you prior to entry to keep you aware of the problem.

The Board has a locked key box, bolted to a wall, in a secured area. Keys are not tagged with unit numbers, but are blind numbered so only Board authorized persons are able to identify them. A log is kept showing time and date of entry, purpose for entry, and signatures of persons involved. When access to your unit is necessary, two (2) authorized persons will accompany tradesmen and one will remain for the duration of the repair. This is for your protection as well as the Board and Management.

If you have arrangements with someone to check your unit during your absence, or have access for any reason, leave such plans in place. The Emergency Key System will be used only for emergencies.

The Emergency Key System is another step in our Disaster Planning. Should hurricane warnings be issued for our area, it may become necessary to secure balconies of absent residents.

We ask that you provide us with a key, together with the enclosed form, in one of the following ways.

- Drop off at TVPM's office and obtain receipt.
- Mail to TVPM by Certified Mail, Return Receipt Requested.  
(We cannot be responsible for keys.)
- Give to Lido Maintenance personnel and obtain a receipt.

We would like to have possession of your keys as soon as possible, OR SEE ATTACHED FOR ALTERNATE CHOICE. In any event, we must have the signed form for our files.

Susan Rouanzion C.M.C.A, A.M.S.  
Property Manager