

Riverwood Plantation (RP) Homeowners Association (HOA), Inc.

BOAT RAMP Area Registration & Key Agreement

Vehicle/Trailer Addendum

The following agreement must be completed and signed by the qualified association member, social member or legally registered tenant that currently resides in Riverwood Plantation.

Proof of Residence and Photo ID is required. Note: Email is the primary communication method.

Name			
Address*		Home Phone	
Email		Mobile Phone	
My Vehicle/Boat/Trailer is registered in the Storage area and has decals. If not, then complete vehicle data is required.			YES NO
Key Card #		PIN	
Issued By:		Date	

This recreational area serves the Riverwood Plantation Home Owner’s Association Member community in providing direct private boat launch access to Spruce Creek. In addition, it provides a tranquil setting for fishing and relaxation. It is in the interest of all members of the community to assist in maintaining this special amenity. Abuses should be reported to the management company, directors of the HOA board or the Port Orange Police Department.

The following procedures are intended to ensure that the facilities remain in good condition for the enjoyment of all community members for the foreseeable future.

Gate entry access for recreational purposes is limited to qualified HOA association members, social members, qualified tenants and their immediate families. Gate access is allowed for friends and families of the above qualifying member only when accompanied by the qualifying member. **NOTE:** This does not extend to the practice of providing access nonresidents or unregistered vehicles/boats/trailers when accompanied only for the purpose of unlocking the access gate. If documented on video, key card access will be disabled. **Access key cards are required to remain with the qualifying member.**

Loss of Access: Access key cards are the registered property of the Riverwood Plantation HOA, on loan to the qualifying member if they remain in good standing and abide by the terms of this agreement.

Key Fee: A nonrefundable key fee of \$50 is required.

Key Cards will be disabled without notification for the following reasons:

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- Violation of this agreement
- Any overdue dues or money owed the association in accordance with the current policy.
- Failure to relock the gate following entry or exit. (Verified by video time stamp and the last person opening the gate will have their card disabled without notice.)
- Loan of the key card. (Verified by video time stamp. Key card will be disabled)

Violators who have their key card access disabled must request restatement from the HOA Board of Directors. Repeat violators may be permanently denied access and/or fined. Damaged key cards may be replaced at a cost of \$25. Lost key cards may be replaced following payment of a \$50.00 Lost Key Fee. Once replaced for any reason, previous key cards will no longer function. Qualifying members may have one boat ramp gate key card per address. You will be assessed for a lost key card if it is not returned within 30 days of losing eligibility (access removed). Key Cards may not be duplicated.

VIDEO SURVEILLANCE: By signing this agreement, you understand and acknowledge that the entire dock and boat launch area is under continuous video surveillance and the video is recorded and will be made available to the police and/or insurance companies if requested.

Resident Signature			
Date			
Name of Auth Manager		Initials	
Old Key/Key Card Exchange	Old # New #	Working Condition	YES NO
IF NO	\$50 New Key Fee Received Check #	Mgt Initials Date	
Lost Key Card Damaged KeyCard	\$50 Lost Card Fee Received \$50 Damaged Card Fee Received Check #:	Mgt Initials Date	
New Card #		PIN	
Issued By:		Date	

If you plan to launch a boat or Jet ski and park the vehicle/trailer in the parking lot, the following information is required except for boat/trailers registered in the storage area. You must provide a copy of the watercraft &

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trailer registration showing the owners current address in Riverwood Plantation. All vehicles and trailers using the area must be properly licensed with current tags and display a current Riverwood Plantation decal. Vehicles: Lower drivers' side front window; Trailers: Left side tongue or winch support; Watercraft: by registration number.

Visitors should have a GUEST PASS form on the dashboard (available from the office) with the date, qualified owner's name and address. Due to limited parking, visitor guest passes will be the exception. Violators may be towed without notice. This means that if you borrow someone's vehicle or trailer without a tag and park it without a guest pass, it may get towed and you won't be asked first.

Watercraft #1 Type		Size	
Description			
Mfg Name/Make		Registration #	
Trailer #1 Make		Tag #/State	
Decal #		Decal Color	
Vehicle #1 Make		Tag #/State	
Decal #		Decal Color	

Watercraft #2 Type		Size	
Description			
Mfg Name/Make		Registration #	
Trailer #2 Make		Tag #/State	
Decal #		Decal Color	
Vehicle #2 Make		Tag #/State	
Decal #		Decal Color	

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Vehicle #3 Make		Tag #/State	
Decal #		Decal Color	

Resident Signature			
Date			
Name of Auth Manager		Initials	