

Information About your Access Cards for Clubhouse, Fitness Room and Valerie Way Bathrooms

May 19, 2019

Dear Sherwood Owners and Residents:

This is an important notice about your access to the Clubhouse, Fitness Room and Valerie Way Pool Bathrooms.

We have been notified the card access system will be activated at the Clubhouse/Fitness Room/Bathrooms and Valerie Way Pool Bathrooms within the next (2) two to (3) three weeks. We do not know the exact date yet so we are giving all owners/ residents this advanced notice as soon as we are able.

Once the system is activated, you will need a card to access the Clubhouse/Fitness Room and Valerie Way Pool Bathrooms. Your key will no longer work for access to either building. However, you will still need to use your key for pool access until the new pool gates and locks are installed. ***Do not discard your key until you told to do so by the board.***

You have three options to obtain your cards!

- 1) **You can attend the early sign up that is being offered at the Clubhouse,;**
- 2) **You can authorize a neighbor or willing board member to obtain the cards for you at the early sign-up; or**
- 3) **You can request the cards by mail.**

It is recommended that all residents who are going to be here for the summer take advantage of the early sign-up at the Clubhouse on one of the dates as follows:

Tuesday May 21st from 5:00 pm to 7:00 pm
Thursday May 23rd from 1:00 pm to 3:00 pm
Saturday May 25th from 3:00 pm to 5:00 pm

If you are an owner, **you need to bring your ID to sign up and get your two cards.**

If you are obtaining the cards for a neighbor, **you need to bring a written authorization from the owner and their picture I.D.**

If you are a tenant, **you need bring your owner's authorization for you to pick up the cards; you will need your ID and a copy of your lease.**

Each unit owner is allowed up to four (4) cards. The first two (2) cards are free. Each additional card will cost \$15 each.

YOU MUST BRING A CHECK FOR THE ADDITIONAL CARDS MADE PAYABLE TO "SHERWOOD PARK MASTER ASSOCIATION" we cannot accept cash.

- These will replace your key to the clubhouse, exercise room, pools, and rest rooms
- The clubhouse, exercise room and restrooms will require these cards by approximately June 1, 2019
- The pool gates will be done later, so you will still need your key to get in and out of the pools.

To Obtain your Access Cards by Mail

1. **Write a check for \$6.00 to "Sherwood Master Association"** This is to cover the cost of mailing the cards with return receipt service. You will be mailed two cards.

If you want more than two cards, extras can be purchased for \$15 each. You can purchase up to two additional cards.

- If you want just the two free cards, mail a check for \$6.00.
- If you want three cards, mail a check for \$21.
- If you want four cards, mail a check for \$36.

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2. **Mail the check, a copy of your photo ID, and your Sherwood address to:**

Denny Ginsburg
280 Robin Hood Circle #102
Naples, FL 34104

When we receive the receipt that you received your cards, we will activate them.

If you or a relative are coming to Sherwood now and need for cards immediately, please call Denny at 610-636-1761 or Rhonda at 239-986-3416.

We will have more Access Cards sign ups at the clubhouse beginning in October if you wish to wait until then and avoid the cost of postage.