



**FOB/ Entry System / Gate Transmitter Order Form**

**Instructions:** All Homeowners are entitled to two vehicle gate transmitters and two pedestrian gate and swimming pool gate entry/exit fobs.

Management must ensure that in any transfers of either ownership or occupancy that these items are transferred to the new occupant. If any transmitters or fobs are not transferred, and are therefore "lost" they must be deleted from the system before any new equipment can be assigned.

Date: \_\_\_\_\_

I need another Fob \_\_\_\_\_  
I need a new Transmitter \_\_\_\_\_  
I need to be added to the Entry System \_\_\_\_\_

**New Buyer: This form must be completed in its entirety before any action can be taken.**

Property Address: \_\_\_\_\_  
Current Homeowner(s): \_\_\_\_\_  
New Homeowner(s): \_\_\_\_\_  
Name desired in EntryPhone: \_\_\_\_\_  
Phone # in EntryPhone: ( ) - \_\_\_\_\_ (note: only local area codes will work)

**If additional equipment is required, the following information MUST be provided:**

Serial Numbers of Equipment in possession:  
Transmitter #1: \_\_\_\_\_  
Transmitter #2: \_\_\_\_\_  
Fob #1: \_\_\_\_\_  
Fob #2: \_\_\_\_\_

One new transmitter and Fob may be replaced once per year for: Transmitters \$50 and Fobs \$35.  
Requests for more than one new Transmitter or Fob in the same year will be charged: Transmitter \$250 and Fob \$150 each.

Funds have to be received prior to issuance of new equipment and must be requested by the Homeowner only. Instructions cannot be accepted from a tenant or anyone other than the homeowner.

**The fob or transmitter will be distributed in the clubhouse on Tuesdays.**

**Please send this form and payment to:**

Action Property Management  
2603 Main Street Suite 500, Irvine CA 92614  
Attention: Dave St. George  
or email to: dstgeorge@actionlife.com  
or Attention: Community Care  
or communitycare@actionlife.com

For Office Use Only
Check #
Delivery Date:
Completed:
Owner Confirmed by: