

Sienna Estates Property Owners Association

Keycard Policy

This policy was enacted in order to mitigate the cost (materials and labor) of issuing new keycards to Sienna properties that repeatedly ask for new cards.

- New HOMEOWNERS will receive TWO free keys.
- Replacement keys will cost \$10 each.
- Malfunctioning keys will be replaced at no charge.
- Each property can have a maximum of two keys.
- Payment must be made at the time the keycards are issued.
- Arrangements may be made by mail at: *Sienna Estates POA*
P.O. Box 564
Centerton, AR 72719
- Make check payable to: Sienna Estates POA

De-activation

Key cards will be deactivated:

- When POA dues are past due.
- For non-compliance to rules for the clubhouse, party room or pool.
- For inappropriate behavior on the POA grounds
- For ongoing covenant violations

Re-Activation

For a key card to be re-activated arrange to meet with the clubhouse manager and bring your keycards.

- Dues payments must be current.
- You must provide proof that your covenant violations have been corrected.