



**SUNSET TRACE HOMEOWNERS ASSOCIATION, INC.**

**3140 SW SUNSET TRACE CIRCLE**

**PALM CITY, FLORIDA 34990**

**(772) 283-6868 / FAX (772) 223-0801**

**charlene@st-hoa.com**

Complete the information below to designate friends & family, as well as service personnel you would like to be admitted through the gate without having to contact security each time they visit. This list is for **GUESTS ONLY**. Anyone living in the unit must be registered as a resident with the STHOA office and MDPOA.

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

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

**\*THIS LIST SUPERSEDES ALL PREVIOUS LISTS\***

**FRIENDS AND FAMILY:**

**OUTSIDE SERVICES:**

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

6. \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Submitted By: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Security Pin: \_\_\_\_\_

This form should be dropped off, emailed or faxed to the Sunset Trace Homeowners Association Office (located by the Olympic Pool).