

Greenfield Master Owners Association Access Control Cards

The first Access Control Card is issued at no charge. The second card or replacement cards are \$10 each. Only two cards can be active at one time for each home. Please present a check or money order made payable to Greenfield Master Owners Association if you are replacing a lost card, or obtaining a second card. We cannot accept cash; checks or money orders are deposited to the Association's bank account via a scanner in our office.

There are three pick up options:

1. Pick up at the office, Monday through Friday, 8 AM to 5 PM. Call ahead so it can be issued and ready for you at the front desk. 720 941-9200 Ext. 28

Weststar Management Corp.
6795 East Tennessee Avenue, Suite 601
Denver, CO 80224
2. Pick up at a Board Meeting in the Clubhouse, 2nd Monday of each month. Best time is between 6:15 and 6:45 PM.
3. By mail. When your check for the \$5 mailing fee plus any fee for second or replacement card(s) is received, the manager will mail the card or cards to the owner's address of record.

If you were issued an Access Card after February 2011, please continue to use that card. Cards will continue to work all year at the Tennis Court and at the Pool Gate during Pool Season (Memorial Day Weekend to Labor Day Weekend) except when there is an account balance, the house sells, or the card is reported as lost.

For new owners where the seller provided you with a card or cards, please email, fax or send a letter with the 5-Digit Number printed on the back of the card to the Association Manager. Please include your address and phone number. (Do not include the long string of numbers that follow 5 digits, they are not used.)

chris@weststarmanagement.com

Chris Ricketts, Association Manager
Weststar Management Corp.
6795 E Tennessee Ave, Ste 601
Denver, CO 80224

Fax: 720 941-9202

Only two (2) cards can be active per address at the same time.

For accounts that have a balance of 1 cent or more, the card will be deactivated while there is a balance due. Reactivations are once a month, or when a message is received when the account is brought current.

Thank you very much.