



Spruce Creek Rental Information Form

Property Address:

Landlord/Owner's Name:

Contact Number(s):

Leasing Agent Name (if applicable)

Contact Number(s):

Tenant(s) Name(s):

Tenant Contact Number(s):

Lease Start Date:

Lease End Date:

If Month-to-Month, Landlord acknowledges that the tenant(s) will be entered into the system for one (1) year, unless otherwise indicated by the Landlord. Each year, it will be the tenant's and Landlord's responsibility to renew the tenancy to prevent the RFID's from being shutoff.

It is the Landlord/Resident's, or Leasing Agent's, responsibility to ensure that the Security office is informed of any changes to the lease agreement. The RFID's will automatically turn off at the end of the lease. If the lease is extended, the Security office requires something in writing from the Landlord/Leasing Agent stating the new terms. (Lease renewal, email from the Landlord/Leasing Agent, etc.)

Please ensure that this form is properly filled out and the leasing information is kept current to avoid any disruption in RFID access.

Landlord/Leasing Agent Signature

Date