

KEY RELEASE FORM

TODAY'S DATE _____
PROPERTY _____
RESIDENT NAME _____
ADDRESS _____

I, _____, give permission to the management of my apartment community to release a key to the following individual(s): _____ on the following day (s): _____.

I agree to release the management of my apartment community from any liability that may arise from the release of this key per my written request. I have informed this person that they must show a photo I. D. when picking up the key.

Resident Signature Date

The following Information is for verification purpose only:

Resident's Social Security Number _____

Resident's Date of Birth _____

Resident's Previous/Permanent Address _____

Guarantor's Name (if applicable) _____

FOR OFFICE USE ONLY	
KEY WAS RELEASED ON _____	AT _____ AM/PM
PHOTO ID VERIFIED BY _____	
Representative	