

**TOWN OF DUNE ACRES, INDIANA  
HOUSE KEYS AT SECURITY OFFICE**

Dune Acres residents may leave a key to their home at the Security Office with the understanding that the Security Officers cannot and will not be responsible for your house keys and thereby access to your home. The Officers will, however, administer a key program for those residents who request it and provide the necessary information and authorization.

If your house key is to be kept at the Security Office, subject to the above conditions, please complete the following information:

Dune Acres Property Address \_\_\_\_\_

Owner's Name \_\_\_\_\_

Dune Acres Telephone \_\_\_\_\_ Other Residence Telephone \_\_\_\_\_

Work Telephone \_\_\_\_\_ Cell Phone \_\_\_\_\_

For residents who want their key handed out to anyone other than themselves, please provide the following information:

<u>Name of Person Authorized to Receive the Key</u>	<u>Dates or Times of Week</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Please appreciate that if authorization is not provided, keys cannot be handed out.**

**Authorization:** I understand that the Town of Dune Acres and its Town officials, employees and representatives are providing this service as an accommodation, and they will not be held liable for lost keys or misuse of keys.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**DELIVER OR MAIL THIS FORM TO THE DUNE ACRES SECURITY OFFICE  
1450 Mineral Springs Road, Dune Acres, IN 4630**

**See other side for key record.**

