

Ludlow Maintenance Commission, Inc.
House Guest Facility Access
Request Form

LMC Regulations define invited guests as 1) house guests (who may be issued a guest card) and 2) guests accompanied by a member. Guest cards may be issued for a defined period of time at the discretion of LMC staff. Guests are not authorized to bring other guests. A member wishing to provide facility access to house guests without accompanying them must complete this form.

A member must accompany invited guests wishing to use LMC facilities unless the guests are in possession of a guest card. Only members in good standing will be granted guest privileges. Guest privileges will be extended without the issuance of guest cards to not more than five guests accompanied by a member.

Owners in the Admiralty condominiums, Ludlow Bay Village Town Homes or the Pintail house who rent their home or condo or a portion of it for less than 30 days may arrange access for their renters by completing the appropriate form and paying a fee. *(These renters are defined in LMC Regulations as Short Term Renters. This form does not apply to Short Term Renters.)*

All guests are required to follow all facility rules and regulations. Members are responsible for their guests' behavior while using LMC facilities.

Member's Name: _____
Mailing Address: _____
Physical Address: _____
Telephone: _____

Property # or Contract Membership # _____

I request guest cards to be issued to the following house guests.

1. _____	4. _____
2. _____	5. _____
3. _____	

Start Date: _____ End Date: _____

Signing this form below affirms that you are not receiving rental fees from the listed house guests.

Member's Signature: _____
Date: _____

This form must be completed and submitted to LMC for approval by LMC staff before your guests are given unaccompanied access to the LMC facilities.

LMC
PO Box 65060
Port Ludlow WA 98365
Office: 360-437-9201
Fax: 360-437-0187
lmcfrontdesk@olympus.net

Approved by (LMC Staff): _____

Date: _____