

Stones Throw, HPR

Temporary / Guest Pass Request

Please complete one request per occupancy period per villa

Two (2) passes per occupancy period are permitted. A third pass may be issued upon request, availability and for a fee determined by the Board. A guest pass may be issued for a maximum of 30 days, unless special arrangements for more than 30 days have been arranged and approved by the manager. Under no circumstances will a temporary pass be issued for more than 90 days. Guests staying for more than 90 days must have a lease agreement.

Villa #:

Date of Request:

Name of person making request:

Is the person making the request the **owner / tenant / rental agent**?

Number of passes needed:

Date of Arrival:

Date of Departure:

If period is for more than 14 days, please provide the following:

Name of Guest(s):

Make & Model of Vehicle(s):

License Plate #'(s):

Select one of the following:

I / Guest will pick up the pass at IMC Resort Services, Inc. Please put in an envelope with the last name of _____ on the envelope.

Please mail the pass to (allow at least 10 days lead time for postal service to deliver):

Name

Address

Address

City, State Zip

Please fax this request to 843-785-3901 or email your requests to FrontDesk@IMCResortServices.com - **be sure to include the information requested above**. Any of the required information that is not provided will cause delays in preparing your passes.

Thank you for providing the information above. If we have any questions about your request, please provide the following:

Home #:

Cell#:

Email:

Owners should familiarize themselves with Section V. of the Rules of Conduct, which elaborates on Vehicles and Parking.