



# LA COSTA OAKS COMMUNITY ASSOCIATION

February 21, 2020

## FACILITY ACCESS CHANGE COMING

Dear Homeowners,

The Association will begin replacing the community’s existing access control system with a modern, cloud based solution called Brivo OnAir. This new system will allow access to both pools, fitness center and Oaks Clubhouse via new access card or a mobile app for your smart phone.

Each household will be provided one (1) new access card and optional two (2) phone apps for adults 21 and older.

If you opt to use the phone app, a current email address will need to be provided. Apps will be emailed to each owner to download to their individual phones. Apps are not transferrable.

If you elect to only use the new access card we will provide two (2) new access cards.

In order to simplify and expedite the process of procuring new cards and/or apps before the new access readers are installed, we kindly request you choose an option below and fill in the required information and return this letter on or before the deadline of March 4<sup>th</sup>, 2020.

If you wish to receive one (1) new access card and use the app(s) for your smart phone please provide your name, address, phone number and email for one or two adults in your household.

**Adult #1 Phone App.**

**Adult #2 Phone App.**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_



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If you choose to only receive two (2) new access cards please provide the requested information below:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Access card reader installation will begin the week of March 16<sup>th</sup> at the Splash. After the Splash, the Oaks readers (pool, gym and clubhouse) will be replaced. The project should be completed by Friday, March 20<sup>th</sup> as long as there's no unforeseen issues.

New access cards and/or phone app(s) will be issued to our members the week of reader installation, March 16<sup>th</sup>, 2020. Homeowners will be able to pick up their new card(s) and/or phone app(s) at the Association office located at 7400 Circulo Sequoia.

Your current access cards will continue to provide access until March 16<sup>th</sup>, 2020.

Again, please choose one of the options above, fill in all required information and return completed document by March 4<sup>th</sup> via email: [csurette@keystonepacific.com](mailto:csurette@keystonepacific.com), fax (760) 943-6279, mail to or drop off at onsite office located at 7400 Circulo Sequoia, Carlsbad, CA 92009

Thank you,

Cami Surette, CMCA, AMS | General Manager  
La Costa Oaks Community Association