



Application For Casa de Campo Access Passes – Owners – Automatic

Código: GCS-ACR-FOR-01.01

Versión 05

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Applicant information

Date _____

All applicants must be duly registered with Costasur Dominicana, S.A. as the principal owner.

Please provide a copy of your current ID document, Dominican ID card or Passport if you are a foreigner.

First name (s): _____ Last name (s): _____

Type of identification: Dominican ID Passport No.: _____ Telephone: _____

Email: _____ Relationship or Job title: _____

Villa or Apartment: _____

Check if you'd like a pass to be issued to the applicant: If this is a replacement, please enter the previous pass no: _____

Type of Application

Issue of Pass Amount _____ Total to pay _____

Cancellation of Pass

Type of Issue

New Pass Renewal due to Loss Renewal due to Damage Renewal due to Expiration

Other Renewal, please specify: _____

Observation (s):

Pass Holder Information

All pass holders must be duly registered in Costasur Dominicana, S.A.

Please provide a copy of your ID and a 2x2 photo with White background for each pass holder. If more space is required, please use a new form.

1. First name (s): _____ Last name (s): _____

Type of Identification: Dominican ID Passport No.: _____ Telephone: _____

Email: _____ Relationship or Job title: _____

Previous pass number if this is a replacement: _____

2. First name (s): _____ Last name (s): _____

Type of Identification: Dominican ID Passport No.: _____ Telephone: _____

Email: _____ Relationship or Job title: _____

Previous pass number if this is a replacement: _____

3. First name (s): _____ Last name (s): _____

Type of Identification: Dominican ID Passport No.: _____ Telephone: _____

Email: _____ Relationship or Job title: _____

Previous pass number if this is a replacement: _____



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4. First name (s): _____ Last name (s): _____

Type of Identification: Dominican ID Passport No.: _____ Telephone: _____

Email: _____ Relationship or Job title: _____

Previous pass number if this is a replacement: _____

Use and Responsibility Policy:

1. All fields on this form are required.
2. The passes are for the exclusive use of the holder; they are non-transferable and should not be loaned to third parties. The passes will be retained by the security guards at the gates if they are in the hands of persons other than their owner.
3. The owner is responsible for notifying Security of the loss of an access pass to ensure it is deactivated.
4. It is the Owner's obligation to notify the security department of any separation from a related, employee, contractor, tenant, among others, in order for them to be removed from the existing records that allow the inactivation of their Access passes
5. In case of loss of the pass, immediately send a communication to the email: accesospropietarios@ccampo.com.do Tel. 809-523-3333, ext. 8020
6. It is prohibited to use the privilege of the automatic lane for the entry or exit of more than one vehicle at the same time scanning the same pass
7. It is prohibited to use the privilege of the automatic lane for the entry or exit of suppliers, contractors, employees and/or construction workers that prevents leaving a record of their Access to the complex.
8. The maximum time for claims is 30 days from the payment of charge to the property
9. Once the pass or authorization is issued in our system, the client will not be able to claim a refund of payment or charges generated by it.
10. The maximum time allowed to withdraw an issued pass is 30 days from the date of issuance.
11. Owners passes are charged automatically and exclusively to the account of the property and must be requested by the main owner. The following apply for owner passes. (Physical person) owners, wife (or) children, grandchildren, sons-in-law, daughters-in-law, parents, in-laws and (Legal person) president and Representative who are duly registered in Costasur Dominicana, S.A.
12. Passes for children under 16 years of age receive a NON-automatic pass and in case of change due to coming of age, the owner must make a new application and accept the charges for new issuance.
13. The applicants declare that all the information completed in this form is true and authorize Costasur Dominicana, S.A. to verify, by any means, its veracity. By signing this form, we formally release Costasur Dominicana, S.A. for any disclosure of the information provided in this form, including personal data, to the competent authorities.
14. Please send this form with the attached documentation to the Owners, Tenants and Visitors Service Office by sending the documentation to the email accesospropietarios@ccampo.com.do For more information you can contact 809 523-3333 ext. 8020.
15. The Owner acknowledges that the only legal obligation of Costasur Dominicana, S.A. is limited to allowing access to the Owner's property. Likewise, the Owner accepts that the use of the automatic lane constitutes a privilege granted by the Company, which reserves the right, at its sole and exclusive discretion, to limit or revoke such privilege, without affecting the Owner's access, which shall in any case remain guaranteed.

Signature of the Applicant

Received and Acknowledged

Received by the Accreditation Office

Date (DD/MM/YYYY)

TO BE COMPLETED BY THE ADMINISTRATION

Comments / Observations: _____

Accreditations Manager

Central Romana Administration