

Island Pointe Move-in/Move-Out and/or Delivery REQUEST

Owner Name: _____

Tenant Name (if applicable) _____

Address (at Island Pointe) _____

Telephone: _____

Email address: _____

Select One:

Moving IN

Moving OUT

Furniture/Appliance/Large Item Delivery

Moving or Delivery Company Name: _____

Address: _____

Telephone: _____

Please provide several proposed date and time frame, in case the date has already been booked. We will try to accommodate your first preference whenever possible.

Proposed Date (in order of preference):

1. Date and Time Frame: _____

2. Date and Time Frame: _____

3. Date and Time Frame: _____

Please provide five (5) days prior notice whenever possible. We will accommodate requests on a first come, first serve basis. You may be denied access to the property without prior approval from the Property Manager or the Board of Directors.

Please email complete form to IPOffice@fairwaymgmt.com or deliver to the Island Pointe Management Office located in the Clubhouse at 470 Sail Lane, Merritt Island, FL 32950

For Office Use Only:

Board Member or Office Manager

Date