

Kona Garden Estates Service Corporation
konagardensestates@gmail.com
92-1329 Prince Kuhio Blvd. #4 PMB #104
Captain Cook, HI 96704

KGE MAILBOX USAGE AGREEMENT

A yearly fee of \$50/year for the use of a mailbox will be added to the owner's annual invoice. Mailboxes are available on a first come first served basis and available only to deeded Kona Garden Estates property owner(s). If your dues (assessments) become delinquent, then your rights to the mailbox can and will be terminated by the board.

This Agreement was made on (date) _____ by and between Kona Gardens Estates property owner (insert name), _____ and **Kona Garden Estates Service Corporation (KGE)**.

I, the Deeded owner of TMK# _____ with KGE street address of _____ hereinafter referred to as "KGE Property Owner", and Kona Garden Estates (KGE) shall be governed by these terms to which each party agrees:

- KGE will provide one set of two lockbox key(s) to applicant(s).
- No owner may sublet or allow anyone beyond this agreement to use this mailbox.
- Any copies of keys and replacement of lost keys are the sole responsibility of the Property Owner(s) of box number _____ which has been assigned to this Property Owner(s).
- KGE Property Owner(s) of the box number listed above are responsible to cover all costs for lock repair/damage, and/or any damage to the assigned mailbox. Any vandalism occurring to your individual mailbox will be your sole responsibility. If payment is not made within 30 days after billing for repair, your mailbox can be suspended, and all mail privileges withdrawn.
- Upon selling of your KGE property, the applicant shall notify KGE within ten (10) days of termination of ownership in KGE and return the mailbox keys to KGE.
- All mail-forwarding and changes of address must be filed with the US Postal Service. This is a USPS registered mailbox system, and all mail is serviced through the US Postal Service. You must contact the US Postal Service for all questions and issues with your mail.

Signature, _____ Dated _____

I acknowledge all terms and conditions above to use the mailbox at KGE serviced by the US Postal Service. I agree to hold harmless KONA GARDEN ESTATES, its Board of Directors, and its agents of any responsibility for mail/packages by using the mailbox. (Initial below)

_____ I have read and understand that I am responsible for replacement of lost keys, and damage to my assigned mailbox number.

_____ I have read and understand that if I fail to pay for any costs associated with damage to my box/lock, my mailbox privileges can be revoked and the dollar amount of repairs and all fees added to my account until payment is made.

_____ I agree to the \$50.00 annual mailbox fee which will be added to the next annual assessment.

_____ I received 2 keys.