

Crisis Assistance Ministries (704) 371-3000

Community Link (704) 943-9490 website: <http://communitylinknc.org/>

Salvation Army (704) 348-2560 website: <https://www.salvationarmycarolinass.org/>

St. Vincent DePaul Catholic Church (704) 554-7088 website: <http://stvincentsdepaulchhurch.com/>

Victory Christian (704) 602-6010 website: <http://www.vccenter.net/>

Good Fellows Club (704) 333-5040 website: <http://goodfellowsclub.org/>

Parkwood Institutional CME Church (704) 921-4915

Rocky River Church (704) 795-7625 website: <http://www.rockyriverchurch.com/>

Grace Covenant Foursquare Church (704) 892-8005

St. Andrews United Methodist Church (704) 553-1327

Assurance United Methodist Church (704) 391-9567



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 email: info@rubecproperties.com | website: rubecproperties.com

**Key/ Garage Door Opener Return Form**

Once the property has been properly prepared, cleaned and vacated I understand that all keys (including mailbox keys, garage door openers, and any pool keys/passes) to the unit must be returned to the office of Rubec Properties. These cannot be left at the property that is being vacated. In the event that I fail to return any keys, I could be charged for all re-keys and locks. By submitting this form, I acknowledge that I am returning all keys to the office of Rubec Properties.

**All keys must be LABELED with address/unit number. Please ATTACH the labeled keys to this form or PLACE KEYS ALONG WITH THIS FORM in a labeled envelope and return to Rubec Properties.**

Tenant Name(s) (please print): \_\_\_\_\_

Address of Keys Being Returned: \_\_\_\_\_

Total Number of Keys Being Returned: \_\_\_\_\_

Please indicate number of keys:

- \_\_\_\_\_ Front Door
- \_\_\_\_\_ Back Door
- \_\_\_\_\_ Screen Door
- \_\_\_\_\_ Mailbox
- \_\_\_\_\_ Shed/utility
- \_\_\_\_\_ Garage Door Opener
- \_\_\_\_\_ Pool Pass
- \_\_\_\_\_ Security Gate

Other: \_\_\_\_\_

Phone Numbers: (Main) \_\_\_\_\_

(Alternate) \_\_\_\_\_

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

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_