

# Resident Registration Form

**New**    
  **Update**    
  **Delete**

**Community Name:** \_\_\_\_\_

Owner / Tenant Name: \_\_\_\_\_  Owner      Tenant

Owner / Tenant Name: \_\_\_\_\_  Owner      Tenant

Rental Term:     Start Date: \_\_\_\_\_     End Date: \_\_\_\_\_

Primary Phone: \_\_\_\_\_     Alternate Phone: \_\_\_\_\_

Community Street Address: \_\_\_\_\_

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

**Vehicle Information:**

Make	Model	State	Plate Number

**Gated Communities with an Envera Virtual Gate Guard Kiosk:**

Once your form has been processed, a MyEnvera account will be created for you. Your username and password will then be emailed (if provided) or mailed to you. It is required for you to access your account online at [www.myenvera.com](http://www.myenvera.com) or through our Smartphone App (available on both Android and iPhone). The Help section will explain the essentials of the system and how you may interact with it. In addition to MyEnvera, you may also schedule guests over the phone by calling Customer Service at (877) 936-8372.

With the information below, Envera will enter your initial visitor list for you, or you may enter it on your own on your MyEnvera account. This list should be used for any and all relatives, house guests or service providers that you expect on a regular basis. Please provide a first & last name or company name in the spaces below.

**Permanent Visitor/Vendor List:**


**PRIVACY NOTICE: Under Florida’s Public Records Law, Chapter 119, Florida Statutes, the information you submit on this form may become part of a public record. This means that, if a citizen makes a public records request, we may be required to disclose the information you submit to us.**

The information above will remain confidential and will be used solely for the purpose stated. It is the responsibility of the resident to keep the above information current. Please advise us with any changes, additions or deletions by logging on to your account at [www.myenvera.com](http://www.myenvera.com), or by calling our office (877) 936-8372, by fax (941) 556-0737, or by emailing [customerservice@enverasystems.com](mailto:customerservice@enverasystems.com).

FOR ENVERA USE ONLY:		Credential Type:	(F)ob	(S)ticker	(C)ard	(MT)Metal Tag
#1 ( ) _____	#2 ( ) _____	#3 ( ) _____	#4 ( ) _____			