



Lost Pass Report & Replacement Application

Upon completion, please return to Community Association Services (CAS)¹ at 8600 Coastal Highway, Suite 200, Ocean City, MD 21842 or via scanning and emailing to lostpass@middlesexbeach.org.

This application **MUST** be completed by MBA property **owners** in good standing with the Association. **Please print.**

Name: _____ **MBA Address:** _____

Phone: (_____) _____ - _____ **Email:** _____

Your phone and email will be used if we have any questions and/or in case of any issue.

Date Lost (approximate if unknown): _____ **Location Lost** (if known): _____

Pass Type: Beach Pass Parking Pass

ID of Lost Pass (if a parking pass): _____

Preferred Method of Receipt (new pass):

Mailed to address published in directory Pickup at MBA Guard House

Property Owner's Signature: _____ **Date:** _____

*By signing this report and application, I acknowledge that **all** MBA passes are non-transferable and revocable. I further acknowledge that, following the submission of this form, the use of nullified passes subjects me and any other involved parties to immediate removal from the premises, fines, and/or revocation of beach and/or parking access privileges. I also hereby agree to indemnify and hold harmless the Middlesex Beach Association, its employees, officers, and agents against any and all claims of injuries, damages, and/or any other losses or costs that may result, or be asserted to result, from activities in any way related to the loss of an MBA pass, the revocation of privileges, and/or the denial of a replacement which is herein requested. I also agree to pay any and all applicable pass replacement fees.*

¹I understand that CAS may not be able to process replacement pass requests during weekends and/or holidays and that they will be handled as soon as possible during working hours. In the event an MBA temporary One-Day Pass is needed during this time, please see the Community Patrol at the Guard House for additional information.

For MBA Use: Received: _____ Sent to Board: _____

MBA Approval: _____ Date: _____ Replacement Pass ID: _____

Other Necessary Approvals/Notes (Use additional sheets if necessary): _____