



HARMONY CDD

Process for Obtaining Photo ID Access Cards

STEP ONE: Complete all registration items necessary to apply for an access card.

- Access card registration form (also available online, www.HarmonyCDD.org)
- Copy of current lease agreement (if renting), or the HUD statement or other proof of ownership (if an owner). *For a complete list of acceptable forms of identification, please refer to Chapter 4, Section 3 of the Harmony Rules related to Access Cards for the Parks and Recreation Facilities, available online under Public Records/Rules.*
- Head shot photograph of each resident in the household ages 12 and older who is requesting an access card. *Photos should be in digital format (jpg) and may also be taken with your phone if that is more convenient.*
- Driver license for each applicable family member. *A copy will suffice if applying online, or you may show your license if applying in person at the District office.*
- Payment of \$10 per access card for renters. *See Chapter 4, Section 3 of the Harmony Rules related to Access Cards for the Parks and Recreation Facilities, available online under Public Records/Rules.*

STEP TWO: Provide registration items to the field operations manager at Harmony or the District office in person, through the USPS mail, or via email.

- District office:
 - 313 Campus Street, Celebration, FL 34747
 - Phone: 407-566-1935
 - Email: Rosemary@Moyer-Group.com or admin@HarmonyCDD.org
- Field operations manager:
 - 7360 Five Oaks Drive, Harmony, FL 34773
 - Phone: 407-301-2235
 - Email: gerhardharmony@gmail.com

STEP THREE: Allow time for processing and printing the access cards.

- It will take a couple days to process a registration request once it is received.
- You may pick up your access cards at the Sales & Information Gallery in Harmony when they are complete.
- At any time if you have any questions, please feel free to contact Rosemary or Gerhard at the above phone numbers and email addresses.

We appreciate the opportunity to serve you!