

## GBR HOA Resident Mailbox Key Process

### **Purpose:**

To document the process on how to obtain mailbox keys for new homeowners and resale homes in the Green Branch Ridge neighborhood located on the following streets:

- Stiteler Dr,
- Meadow Green Ln,
- Lakecrest Ct,
- Eagle Vista Ave and
- Greensboro Place

### **Background:**

Homes on the following streets have community mailboxes and do not have mail delivered to individual homes as in previous additions of GBR. Those streets impacted are:

- Stiteler, Meadow Green, Lakecrest Ct, Eagle Vista and Greensborough.

The USPS postmaster for Bryan, TX has assigned a community mailbox location and box number for all addresses on the impacted streets and delivered the mail keys to the GBR developer, Darlynn Beard for the lots that do not have homes built or in the process of being built.

### **New Construction Home Process:**

Once a homeowner has closed on their new home and whose address is one of the streets referenced above with community mail boxes; homeowners should reach out to Darlynn Beard at 979-218-6671 or email at [dmb Beard@aol.com](mailto:dmb Beard@aol.com) to schedule a time to receive your mail box keys. **Please be prepared to show your closing documents and a valid driver's license to receive your mailbox keys.**

You will receive three (3) mailbox keys.

### **Resale Home Process:**

Resale homes should receive their mailbox keys from the seller of the home or at the time of closing.

### **Effective date of this policy:**

May 17, 2023

### **Attachment:**

List of addresses impacted by this policy.

## Community Mailbox Keys for Phases 6, 7A and 7B

Listed below are the following addresses that are still under construction or waiting for future construction that will have their mailbox keys distributed according to the above referenced procedure.

### **Stiteler Drive:**

7800 Stiteler Drive

7844 Stiteler Drive

7888 Stiteler Drive

7835 Stiteler Drive

### **Meadow Green:**

7667 Meadow Green

7691 Meadow Green

### **Lake Crest Ct.**

7800 Lake Crest Ct

7888 Lake Crest Ct

7823 Lake Crest Ct

### **Eagle Vista:**

7666 Eagle Vista

7712 Eagle Vista

7736 Eagle Vista

7733 Eagle Vista

### **Greensboro Place:**

7977 Greensboro Place

7996 Greensboro Place

Updated: May 11, 2023

