



## **Renter Setup & Amenity Access**

You may start the process from the comfort of your own home! Please see the steps listed below to complete your resident set up.

- To create a resident profile, please visit [candelas.recdesk.com/Community/Home](http://candelas.recdesk.com/Community/Home). This profile is required to receive facility access.
- Please fill out all required fields (indicated with an asterisk \*) and click the "Submit" button at the bottom of the page.
- Next, please add everyone who lives in the home, including spouses and children, by clicking the appropriate level "add" button at the bottom of your profile page. To receive the correct amount of pool wristbands, you must include all household members.
- After completing your household setup, you may visit the Parkview office at 19865 W. 94th Ave to complete the process. Please bring a copy of your lease agreement and a photo ID to verify your account. Your pool wristbands and access cards will be issued to you upon verifying your information and approving your RecDesk account.

If you rent a home in Candelas, your property management company or landlord may provide you with a free facility access card if they have one. Upon receipt, this card must be activated under your household name; it will deactivate at the end of each lease term and requires return to the property management company or landlord upon move out. If no card is given, renters must purchase their own cards for \$30.00 apiece to access the facilities. These cards will also expire at the end of each lease term and must be reactivated with each lease renewal. This policy ensures that we keep accurate records of who lives in the community, and that only homeowners and current renters have access to the facilities.

### **Parkview Office Hours and Contact Information**

Monday - Friday

10:00am - 5:00pm

Saturday & Sunday

CLOSED

Address: 19865 W. 94th Ave, Arvada, CO 80007

Phone: (720) 625-8080

Email: [Candelas@timberlinedc.com](mailto:Candelas@timberlinedc.com)