

# Trinity Crossing HOA – Pool Access Request

## User Guide: How to Set Up Your Mobile Pool Key (Paxton Key App)

Homeowners will use the Paxton Key app to access their mobile pool key. Please follow the steps below:

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### Step 1: Request Access

- Visit the community website at:  
[https://trinitycrossinghoa.com/homeowner/pool-access\\_2025.aspx](https://trinitycrossinghoa.com/homeowner/pool-access_2025.aspx)

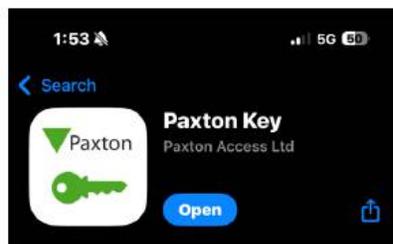
### Step 2: Complete the Access Form

- Complete the access form online.
- You may fill out the form for yourself or, if applicable, on behalf of your tenant.

### Step 3: Submit the Form

- Once your completed form is submitted, your information will be entered into the Paxton system.

### Step 4: Download the APP



### Step 4: Activation Email

- You will receive an activation email from Paxton.
- Follow the link provided in the email:
  - If you have not downloaded the Paxton Key app yet, the link will direct you to download it.
  - If you already have the app installed, the link will open the app directly.

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## **Step 5: Enter Registration Code**

- The app will typically auto-fill the registration code from your activation email.
- If it does not, you can manually enter the code located at the bottom of the activation email.

## **Step 6: Access Granted**

- After entering the registration code, your mobile pool key will be active and ready to use!