



Town of Pine Knoll Shores

Reentry Pass

314 Salter Path Road
Pine Knoll Shores, North Carolina
(252) 247-2474 Phone (252) 247-2897 Fax

Reentry Pass

****The Town provides one complimentary pass to property owners.****

A second/replacement pass may be purchased for \$25.00

Reentry passes are issued from December 1 through May 31. New property owners may acquire a pass throughout the entire year within 30 days of purchase of their property.

To obtain a reentry pass you will need to complete a this form, provide proof of purchase within 30 days of settlement in the form of a closing statement, deed, or tax bill along with a photo ID, and an emergency contact number. For replacement or an additional pass you will need to complete this form and provide a current utility bill in your name with your PKS address, and a photo ID. If you rent or lease a property you should contact the property owner.

Payments for a replacement or an additional pass can be processed by calling 252-247-2474 to make a credit card payment or a check can be made payable to the Town of PKS.

For your convenience, you can email Leslie Yarbrough at psbadmin@townofpks.com, postal mail or deposit the required documentation in the depository located in the front of the Police Department to the left of the front doors at:

PKS Public Safety, Re-Entry Pass, 314 Salter Path Rd., PKS, NC, 28512

Once everything is received to complete the transaction your pass(s) will be processed.

Property Owner Name: _____

PKS Address: _____

Telephone: _____ Email: _____

Preferred Mailing Address: _____

Complimentary Pass Only _____ Complimentary and 2nd Pass _____ Replacement Pass _____

Signature: _____ Date: _____

Office Use

Proof of ownership: _____ Photo ID: _____ # of Passes: _____ Payment Rec'd: _____

Date Rec'd: _____ Passes processed: _____ Passes mailed: _____ Processor: _____