

## Springs Operating Policy No. 3 Resident's Gate Access - Bar Code Decal

The resident access gate is located at the far right lane of the guardhouse at the entrance. The resident access gate is programmed to allow entry of vehicles with bar code decals only. The gate is intended for the exclusive use of Springs owners/residents.

Entry bar code decals are requested at The SCA Business Office during regular business hours. The property owner's account must be current in order to request entry decals.

The bar code decal will be issued to owner/residents upon completion of a resident information form and payment of the decals. This fee will also apply to any replacements due to damage, loss, or theft. The charge for bar code decals is set forth in the current SCA schedule of fees.

Tenant's are required to present a lease and signed amenity authorization form from the property owner to receive decals. The tenant's decal will expire upon expiration of the lease agreement. It is the responsibility of the property owner to retrieve their tenant's decals prior to the tenant vacating the property.

Only vehicles registered to owners/residents will be issued entry decals. The property owner is responsible for the entry decals and actions resulting from its use at all times.

Bar code decals remain the property of the SCA and must be surrendered upon the sale of the property, sale of the vehicle, expiration of a tenant's lease, or at the request of the SCA or its agents. The entry decal will be deleted from the reader's memory.

The bar code issued to a household may be deactivated if the property's financial account to the SCA is in arrears and the property owner has been notified by the Association or its authorized representatives. The bar code decal will be reactivated when the account has been brought up to date and mailing costs for the notification of the deactivation have been paid.

Entry decals may not be utilized by anyone other than property owners/residents properly registered at the SCA Business Office. The SCA reserves the right to deactivate bar code decals and/or suspend resident gate privileges.