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VILLA PORTOFINO WEST PROPERTY OWNERS ASSOCIATION, INC.

TRANSPONDERS POLICIES & PROCEDURES

ADOPTED BY THE VILLA PORTOFINO PROPERTY OWNERS ASSOCIATION, INC.'S
BOARD OF DIRECTORS ("THE ASSOCIATION")

Original: FEBRUARY 23, 2018

Revised: JANUARY 7, 2020

Obtaining Vehicle Transponders

A transponder affixed to the vehicle allows automatic entrance through the Resident lane. Transponders are available through the Association's office, Monday to Friday, from 9:00 am to 6:00 p.m.

A completed **Vehicle Information Form** is required for residents with the applicable fee.

When a resident buys a transponder the On-site Property Manager will activate it and place it on the vehicle. Security guards are able to place the transponders too at a schedule date and time of the resident's convenience.

No more than three cars per unit are allowed to have transponders.

If a resident moves out of the community permanently, his/her related transponders will be deactivated immediately.

If a vehicle is replaced, the transponder must be removed from the original vehicle and discarded. A new transponder is required for every replacement vehicle.

Transponder Fees

- \$45.00 per vehicle.
- All Replacement Transponders are also \$45.00 per vehicle.
- Pool Keys \$45.00

Only checks or money orders are accepted. No cash is will be received.