

Gate Policy:

Definition of terms

- Proximity **Card**- This card is very similar to the cards that are being used currently to allow entry
- Pin Numbers- Numeric **Code** that can be enter by touch pad to allow entry
- eGo Windshield Sticker **Tag**- Adhesive back Sticker Tag, that will adhered to the inside of the windshield
- Resident **Phone Code**-This is a numeric code that is assigned to each household to allow guest entry for that individual residents
- **Immediate Family- Is defined as husband, wife, and children (with valid driver's license). In-laws residing full time at the property owner's abode. In the event that the POA member wants their children not residing in the community to have a sticker the POA member will be responsible for paying for the sticker.**

Entry List/Issuance:

Property Owners

- 1- Tag will be issued and attached to each vehicle
- Proof of registration must be provide to receive tag
- Vehicle and Property Owner must be present for tag to be issued and attached
- Tags will not be mailed
- Only Property Owners will be allowed to receive tags
- Each Household will receive 1-Card
 - In addition to tags for each registered vehicle

Immediate Family

- 1- Tag will be issued and attached to each vehicle
- Proof of registration must be provide to receive tag
- Property Owner must be present for tag to be issued and attached

Note: Tag issue and installation dates will be set per Bay Tree POA and communicated to all concerned

Renters

- 1- Tag will be issued and attached to each vehicle
- Proof of registration must be provide to receive tag
- Vehicle and Renter and Land lord must be present for tag to be issued and attached
- Tags will not be mailed
- Tag will specific to lease property address, with proof of lease
- Tag will be deleted when lease is void
- Landlord and new lessee will follow same process

Utilities Company

- Code will be issued by Property Manager
- Contact person will be accountable for code management
- Codes will be monitored by system software
- 1-Code will be issued to each company with 24/7 access
- Companies
 1. Progress Energy
 2. Four County Electric
 3. Start Telephone
 4. Bay Tree Water Department

Service

- Cards will be issued by Property Manager
- Time and day limits will be set for entry

- Codes will be monitored by system software
- Service Group
 1. Gas Company
 2. Garbage pick up
 3. News Paper
 4. US Mail
 5. Pest Control Company
 6. Realtors
 7. Maid service

EMS

- Will gain entry by dialing 911
- Dispatch will allow entry via code

Wildlife Officer/ State Park Ranger

- Cards will be issued by Property Manager
- Contact person will be accountable for card management
- Cards will be monitored by system software

Fire Department

- Tags will be issued by Property Manager
- All department vehicles will have tags

Clear Water Marketing

- Cards will be issued by Property Manager
- Contact person will be accountable for card management
- Cards will be monitored by system software
- Time and day limits will be set for entry

Steve Jones

- Code will be issued by Property Manager
- Contact person will be accountable for code management
- Codes will be monitored by system software