Lake in the Woods Owners Assn. Inc.
4400 Lake in the Woods Drive
Spring Hill, Florida 34607

VEHICLE TOKEN REQUEST FORM

Rev. July 2024

LAKE IN THE WOODS is a gate controlled access community to assure minimal traffic on our streets that contributes to our sense of security starting at the gate, video monitoring and access control personnel. All the visitors entering our property must be announced by the resident(s) expecting them via a phone call to the gate house, have a pass requested by the resident(s) or be on the list of visitors/vendors submitted by the resident(s) to the gate house and periodically updated once every six months.

Bonafide residents gain entry using the automated gate on the right by a windshield mounted transponder issued to each specific vehicle upon request. Residents are requested to proceed through the gate **slowly** and wait for the signal to turn **Green** before passing the gate arm**.** Non residents and guests have to use the left side gate controlled by access control personnel after appropriate screening.

PLEASE NOTE: that LITW will continue to enforce the policy that every vehicle without a valid access sticker/ token, pass or owner call-in, be stopped by the access control person to be identified and record the tag number of the vehicle entering. Any vehicle **without** a valid access sticker/ token includes visitors,vendors, contractors,trades people and even LITW residents) will be denied access and turned away. The gate house has a high-resolution camera that can record accurately and automatically every license plate number that passes through the gates, day or night. Please observe posted traffic signs, speed limits and drive slowly and look out for children or residents taking a walk.

Responsibility: Further, by accepting the sticker/transponder you agree to pay for any damages to the gate system or the association property that may have been caused by your vehicle(s) driven by you or by the person authorized by you.

Fee for the sticker/transponder: There is no fee for a sticker.Effective July 1st, 2024, there will be a **$15 fee for each new or replacement windshield transponder**, lost or damaged. **The first two transponders are free** when the homeowners join the Assn.Each vehicle registration should reflect the LIW address of the homeowner.

The form at the bottom is to request up to four (4) windshield access stickers/transponders. *Please drop off the completed form* ***along with a copy of registration for each vehicle*** *at the front gate to the attention of David Brockhoff, the Treasurer.* Once your request is approved and recorded by the Board, stickers/transponders will be issued along with instructions as to how to attach them to the windshield. Please be patient with this process as it may take several days for approval of stickers. **You are** responsible for fixing the "transponders" to the windshield yourself and the access personnel ***will not*** be attaching them for you.

PLEASE TAKE NOTE: Any lost token(s) will be inactivated rendering them useless. Peeling the tokens from the windshield can render them useless. Once fixed properly the tokens are expected to last several years.The Board of Directors thank you for your cooperation. **Please make the check payable to LIW Owners'Assn Inc.**

_____

Name & Signature of LIW Owner/Resident Address Phone

Please list **year, make, model, color& License tag#** of each Vehicle as listed below.

Vehicle1:_____ 2_____

Vhicle 3:_____ 4_____

CC: Gate access control , Vice President & Secretary