

**WINSTON TRAILS FOUNDATION, INC.  
5980 WINSTON TRAILS BLVD.  
LAKE WORTH, FL 33463  
561-433-9050 FAX 561-433-1011**

January 1, 2019

**RE: Winston Trails Bar Code Policy**

**HOMEOWNERS:**

In order to receive a bar code label a vehicle must be registered to a recorded Winston Trails homeowner. All others must be a registered "resident" with a driver's license address and vehicle registration address in Winston Trails. If you have a temporary vehicle, you may purchase a bar code label to be installed on the temporary vehicle for the period of the rental or for a maximum of 30 days.

**LEASED PROPERTIES:**

Tenants must provide a valid lease to a Winston Trails property. **All labels issued to tenants will be for the current lease term only.** All bar code labels issued to tenants will expire on the lease expiration date. Renewal of the label requires all of the above at the end of the lease term. If the homeowner has two (2) labels there will be a charge of \$10 per label as outlined above. **Homeowners, if you have not paid the \$1,000 security deposit required by your Association, your tenants will NOT receive bar codes. It is the homeowner's responsibility to notify the tenant of the date and times available to be issued labels and the requirements.**

**SPECIAL ISSUE (GUEST) BAR CODE LABELS:**

In addition to homeowners and tenants, Winston Trails will be offering homeowners the opportunity to purchase up to three (3) "**Special Issue Bar Code Labels**". Special Issue labels are designed for those residents who have a family member, caretaker or friend that frequently visits your home. **Purchase of these Special Issue labels are optional, your guests may enter the community through the guest lane following the guest clearance procedure.** A Winston Trails homeowner must authorize the recipient of a special issue bar code. To do so, a form must be completed and signed by the adult **HOMEOWNER**. The signed form must be brought to the Swim & Racquet Center with the vehicle and the current vehicle registration. **Special Issue bar codes will NOT be issued to any vehicles registered to a Winston Trails address.** Each Special Issue bar code will be valid for up to one year at a cost of \$50.00 for the first year and \$35.00 for a one year renewal if a new bar code label is not required. The renewal form must be signed by the adult homeowner. You may renew the bar code label without bringing the vehicle to the management office.

**Important Reminder: Two bar code labels per home will be issued at no charge. Each additional bar code label for a resident vehicle will be at a charge of \$20.00 per label. No cash or credit cards will be accepted. You must pay by check for any additional bar codes at the time of purchase. No bar codes labels will be issued to any property that has a past due balance over 90 days.**

**TRANSFERRED AND HAND HELD BAR CODE LABELS:**

**No Hand held bar code labels** will be issued. If your bar code label is reported as being used as a hand held bar code device the bar code number will be **immediately de-activated**. You may NOT transfer a bar code label from one vehicle to another. If you purchase a new vehicle you must be issued a new bar code label. **All transferred bar code labels will be immediately deactivated.**

Sincerely,  
For the Board of Directors  
Campbell Property Management