



**DELRAY ESTUARY HOMEOWNERS ASSOCIATION, INC.**

c/o Associated Property Management of the Palm Beaches, Inc.  
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## **VEHICLE TRANSPONDER POLICY**

### **PERMANENT TRANSPONDERS**

1. Transponders can only be issued to Estuary homeowners and permanent residents
2. Transponders cannot be issued to guests, non-resident family members, employees or contractors.
3. Vehicles must have a valid owner's numbered decal affixed to windshield prior to installation of transponder.
4. Owner's must complete the **Transponder Request Form** which is available on the Estuary website. A copy of this form is also available at the gatehouse.
5. Complete the form with all required information and attach a copy of the vehicle registration or lease contract.
6. Owner must be registered in the **Dwelling Live** database prior to submitting request form.
7. A check for **\$35.00** made payable to **Delray Estuary HOA** must be submitted with request form.
8. Upon the submission of the **Transponder Request Form**, the transponder will be installed and tested. After installation owners must sign the form indicating that transponder is functioning properly.
9. No attempt should be made to alter, move or remove transponder. Cars should not be washed for 24 hours after installation. This will cause the transponder to stop functioning and must be replaced at owner's expense.

### **HOURS FOR INSTALLATION**

- Monday thru Friday, 7:00 am until 5:00 pm.

### **TEMPORARY TRANSPONDERS**

1. Temporary transponders are used for short term rental of vehicles while owner's cars are being repaired or owner has rented a car for temporary use for up to 15 days.
2. Temporary transponders can only be issued to Estuary homeowners and permanent residents.
3. Temporary transponders cannot be issued to guests, non-resident family members, employees or contractors.
4. Only one temporary transponder may be issued to an Estuary address at one time. Multiple temporary transponders cannot be issued to the same address at the same time.
5. The Temporary Transponder is strictly for the convenience and exclusive use of the homeowner and cannot be loaned for any reason.

6. Owner's must complete the **Temporary Transponder Request Form** which is available on the Estuary website. A copy of this form is also available at the gatehouse.
7. Complete the form with all required information and submit along with a copy of the vehicle rental contract.
8. Owner must be registered in the **Dwelling Live** database prior to submitting request form.
9. The **Temporary Transponder Request Form** must be submitted to the Senior Security Officer.
10. In addition, a security deposit check for **\$100.00** made payable to **Delray Estuary HOA** must be submitted with the **Temporary Transponder Request Form**. If the Temporary Transponder is lost or not returned within 30 days, **the deposit shall be forfeited**.
11. Prior to issuing the transponder it will be tested.
12. Violation of this policy will result in immediate deactivation and the homeowner's use privilege revoked.

### **OWNERS WITHOUT TRANSPONDERS**

For those homeowners/residents **who are not participating** in the Estuary Transponder Program, the following procedure will apply when entering the Estuary:

1. Approach the **guest entrance gate** adjacent to the gatehouse.
2. **Identify yourself** as a homeowner.
3. If you are recognized as a homeowner, you will be allowed to proceed.
4. You may be asked to show a photo ID if the security officer on duty does not recognize you.