

## Security: Hangtag and Key Policy

Consistent with our overall security plan at Aspenhof, the owner's vehicle hangtags are replaced annually and expire on May 31 of each year. Keys are replaced every three years. Each cabin receives one owner hangtag plus one guest hangtag per key issued to that cabin. Additional hangtag/keys are available at a one time cost of \$100 per key up to a limit of four (4) per cabin.

New hangtag/keys will be available for pickup at the spring owners meeting and all owners are encouraged to obtain them at that time. A signature of receipt by owner (or owner authorized person) is required for hangtags and keys. After the owners meeting, hangtags and keys will be made available at Aspenhof on numerous select weekends until the end of May. After May 31, owners are required to make arrangements with the Trustee in charge of security to pick up the hangtag/keys. Due to the volume of hangtag/keys, the security risk involved as well as replacement costs, neither tags nor keys will be mailed. It is fully the owner's responsibility to acquire hangtags and keys as supplied by the Board of Trustees.

Lost keys can be replaced at a cost of \$100 per key.

All owners are reminded to display a valid hangtag from each vehicle they bring into Aspenhof. If you have extra guests coming out at any point and need additional visitor tags, please contact the Trustee in charge of security for temporary guest tags.

*REMINDER - (as instructed on the back of each hangtag) "Notify Warren County Sheriff at 636-456-7088 of suspicious or questionable activity, including vehicles without valid hangtags."*

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