

KENMURE PROPERTY OWNERS ASSOCIATION
10 Kenmure Drive Flat Rock, NC 28731
Phone: (828) 692-2346 Email: kpoaoffice@gmail.com
Office Hours: 1:00 to 3:00 p.m., Monday through Friday

******REQUEST FOR BAR CODE DECAL FOR GATE ACCESS******

BAR CODE REGULATIONS require that you bring your **Vehicle Registration Card** (or **Bill of Sale** or **Insurance Card**) as Proof of Ownership or Lease of your Vehicle. You must also be the Owner (Or Resident Family Member of the Owner) of a Residence or Unimproved Lot in Kenmure, an Occupant of a Residence, a Non-Property Owner who is a Kenmure Country Club Member or a Renter.

If you are new owner in Kenmure OR if you are adding an additional vehicle:

- Complete the information below for each vehicle
- Bring or enclose a check payable to KPOA (\$25 per requested bar code.) **We no longer accept cash!**
- Bring (or enclose a copy of) the Vehicle Registration Card for each vehicle needing a bar code
- Mail or hand-deliver all of the above to the KPOA Office at 10 Kenmure Drive.

If you are replacing one vehicle with another vehicle:

- Complete the steps above, except that there is no charge for the bar code
- If possible, remove the bar code from the old vehicle. Your old bar code will be deactivated before activating the new one
- Bring (or enclose a copy of) the new vehicle registration card for each new vehicle

If we are processing this request by mail, please enclose a **stamped self-addressed envelope**. An activated bar code decal, along with the installation instructions, will be mailed to you. Please include all of the information noted above. Incomplete requests will be returned to you unprocessed and delay approval. Thank you!

******Any change to the VEHICLE(S) listed below or to the LICENSE TAG, notify the KPOA Office immediately to update your GateHouse records!******

-----Cut Here-----

Today's Date: _____ Check Amt and #: \$ _____

Name on Registration: Last _____ First _____

I am a HOMEOWNER _____ LOT OWNER _____ OCCUPANT _____ RENTER _____ CLUB MEMBER ONLY _____

Kenmure Address: _____ Phone Number: _____

Mailing Address (if we are mailing a bar code to you): _____

Vehicle #1:
License Tag #: _____ State: _____ Make: _____ Model: _____
Color: _____ Year: _____ New Bar Code: _____ Old Bar Code: _____

Vehicle #2:
License Tag #: _____ State: _____ Make: _____ Model: _____
Color: _____ Year: _____ New Bar Code: _____ Old Bar Code: _____

"For Office Use Only"