



# WINDMILL HARBOUR ASSOCIATION

1 Harbour Passage, Hilton Head Island, SC 29926

## MEMORANDUM

**TO: ALL CONTRACTORS, SUBCONTRACTORS AND VENDORS**

**FROM: LATRELL MURDAUGH, CHIEF OF SECURITY**

**RE: ANNUAL (JAN.-DEC.) DECAL & DAILY PASS FEES**

All contractors, subcontractors, repairman and vendor vehicles entering Windmill Harbour are required to register with Windmill Harbour Security at the gate house and purchase a decal or daily pass. Funds received from the sale of decals and passes will be utilized to help offset the cost of our road maintenance program and security expenses.

### DECAL RATES FOR VEHICLES:

<u>VEHICLE TYPE:</u>	<u>IAN-DEC:</u> <u>ANNUAL:</u>
4 WHEELS	\$200.00
6 WHEELS	\$300.00
>6 WHEELS	\$400.00
<u>MONTHLY (any # of wheels)</u>	\$50.00

### DAILY PASS RATES FOR VEHICLES:

<u>VEHICLE TYPE:</u>	<u>IAN-DEC:</u> <u>DAILY</u>
4 WHEELS	\$10.00
6 WHEELS	\$25.00
>6 WHEELS	\$40.00
TRAILER	\$10.00

A completed request for decal with check, payable to Windmill Harbour Association, or cash will be required to enter Windmill Harbour. Contractors are responsible for notifying their supplier regarding this memo to avoid delays in the deliveries of materials.

When vehicle is traded, wrecked, sold or otherwise deleted from the firm's or individual's inventory, **decals may be replaced at a cost of \$25.00, provided the replacement vehicle is of the same type, and the old decal is returned to the security office.** Decals cannot be transferred or used by another vehicle. Any vehicle used as a substitute for a vehicle with decal being repaired must purchase a daily gate pass. If you have any questions concerning the commercial decal and pass policy, please contact me at the security office (843) 681-6405.

Sincerely,  
WINDMILL HARBOUR

**LaTrell Murdaugh**  
Chief of Security

**RULES AND REGULATIONS PERTAINING TO COMMERCIAL DECALS AND PASSES ARE LISTED ON THE REVERSE SIDE OF THIS MEMO.**

# **RULES GOVERNING THE USE OF COMMERCIAL DECALS IN WINDMILL HARBOUR**

1. Entrance into Windmill Harbour is permitted only for the purpose of work at the designated project. Entrance for purposes not job related is prohibited.
2. Vehicles are subject to search at any time on the property of Windmill Harbour by Security personnel.
3. Construction work hours are Monday thru Friday 7:00am to 5:00pm E.S.T – 7:00am to 6:00pm D.S.T. Saturdays (**inside quiet work only**) 8:00am to 12:00pm. No work is allowed on Sunday's or holidays.
4. Vehicles, commercial or private, are not to be left at the job site or any other location on the property after normal working hours, on weekend, or holidays. These vehicles will be towed away at the owners' expense.
5. Firearms or weapons of any type are prohibited.
6. Dogs/Pets (leashed or otherwise) are not allowed at any time.
7. Children are not permitted on the work site.
8. No open fires at any time.
9. Loud disturbances not related to construction activity, such as radios, profanity or loud vehicles, are prohibited.
10. Visitors to construction employees will not be permitted.
11. The possession and/or consumption of alcohol or drugs are prohibited.
12. Workers are not permitted at any time in the Sport Center area or in the Marina area. Workers must remain on the job site.
13. Construction workers will not be permitted to enter or leave on foot.
14. Contractors must apply names of all persons having appointments or other interest at the job site.
15. All personnel on the construction site must wear proper attire (shirts, etc.).
16. Do not block driveways.
17. Do not park on the grass.
18. Decals will be removed for violations of the above rules, speeding or illegal parking.

***I have read and fully understand the rules governing the issuance of the Windmill Harbour Vehicle Decal***

***Owner/Driver of Vehicle*** \_\_\_\_\_ ***Date*** \_\_\_\_\_