

INSTRUCTIONS FOR REGISTRATION

Lot fees are due January 1, 2012

**** Forms received after March 1, 2012 will incur a \$10 per year late fee. ****

UPDATED: PLEASE READ CAREFULLY

The payment of lot fees is a requirement of your deed (s) in the chain of title to your property. Lot fees are due January 1st. Lot fees and ramp/vehicle permit fees are not deductible for income tax purposes. Your signature on your registration form releases ABI from any liability for personal injury (yours, your family, your guests and your renters) while on ABI property.

BEACH CARDS: A beach card will be issued to each registered owner and their dependents 13 years of age and older as listed under dependents on the form. Each owner card holder is entitled to four (4) adult guests each. All other cardholders are entitled to one (1) adult or minor guest each. **Guests must be accompanied at all times by a valid ABI cardholder within card limitations.** Beach cards are transferable to new owners only if the property has been sold. Dependents **MUST** reside at owners address and be claimed on taxes to receive cards. **OWNER CARDS WILL ONLY BE ISSUED TO PROPERTY OWNERS AS LISTED ON THE OFFICIAL RECORD WITH THE MD STATE DEPARTMENT OF ASSESSMENT AND TAXATION.**

VEHICLE PERMITS: Vehicles are allowed on ABI property by valid ABI permit only. **Vehicle permits must be** affixed to the lower driver's side windshield. **All vehicles (combustion and/or electric) are required to have a valid ABI vehicle permit (including golf carts and motorcycles). A PHOTOCOPY OF A VALID MARYLAND MVA VEHICLE REGISTRATION CARD MUST BE INCLUDED FOR EACH VEHICLE PERMIT REQUESTED.** No Arden owner/resident may purchase a vehicle permit for any non-Arden resident. All vehicles must be registered in Arden at the address listed on the registration form. Adequate proof of vehicle assignment/designation must be provided for all company-owned vehicles with non-Arden registration addresses. Military and new owner registrations are the only exceptions. ABI reserves the right to verify that vehicles/trailers are registered with the Maryland MVA at the address on the registration form. **Vehicle permits are not interchangeable.**

RAMP PERMITS: Residents may apply for a ramp permit for a specified trailer. Ramp permits are \$75 for the first permit and \$25 for the second permit. ABI ramp permits must be affixed to the driver's side winch post or tongue of the trailer. Ramp permits are not transferable. **A PHOTOCOPY OF A VALID MARYLAND MVA TRAILER REGISTRATION CARD MUST BE INCLUDED FOR EACH RAMP PERMIT REQUESTED. TOW VEHICLES MUST HAVE A CURRENT ABI VEHICLE PERMIT ALSO. NO ARDEN OWNER/RESIDENT MAY PURCHASE A RAMP PERMIT FOR ANY NON-ARDEN RESIDENT.** All trailers must be registered in Arden at the address listed on the registration form. If the trailer is not registered, a photocopy of the vessel registration must be registered in Arden and included to receive a ramp permit. Dinghies and rowboats that are moored at ABI piers and properties must be registered with ABI. Ramp permits must be affixed to the driver's side trailer winch post.

OWNERS OF RENTAL PROPERTIES:

Owner and dependent cards will be issued. Dependents **MUST** reside at owner's address.

Property owners not residing in Arden: One (1) vehicle permit and one (1) ramp permit per owner to cover all lots owned. The vehicles/trailers of requested permits must be registered to the property owner. ABI reserves the right to verify that vehicles/trailers are registered with the Maryland MVA to the property owner.

Property owners of rental units who also reside in Arden: The owner shall be afforded privileges based on the premise they occupy.

RENTERS: With the permission of the homeowner, and contingent upon the owner's payment of lot fees, renters are eligible for privileges. Each holder of a renter's card is entitled to four (4) adult guests each. All other cardholders are entitled to one (1) adult or minor guest each. **Guests must be accompanied at all times by a valid ABI cardholder within card limitations.** Renter fees are levied as follows: Renters are eligible to receive beach cards for each resident family member 13 years of age and older. Renters are eligible to receive vehicle and ramp permits **ONLY** for vehicle/boats registered to them at the Arden address at which they reside. ABI reserves the right to verify that vehicles/trailers are registered with the Maryland MVA to the renter at the address on the registration form. **ABI DOES NOT MAIL REGISTRATION FORMS TO RENTERS. THIS IS THE RESPONSIBILITY OF THE HOMEOWNER.**

Please fill out the registration form **COMPLETELY** and **LEGIBLY**. Incomplete forms may delay the issuance of cards/permits. If you need assistance, contact the Registrar or your section representative (as listed in the Newsbuoy and website www.ardenonthesevern.com.) **REGISTRATIONS WILL ONLY BE ACCEPTED BY MAIL, DURING OPEN REGISTRATION, OR BY THE BEACH MANAGER.** Please do not send cash. Include lot number(s) on all checks and correspondence. Forms and fees are due January 1, 2012. **REGISTRATION FORMS RECEIVED AFTER MARCH 1, 2012 WILL BE CHARGED A \$10 PER YEAR LATE FEE.** Registration forms **MUST** be signed by the lot owner(s). **Property owner(s) signature is required for issuance of all beach cards and vehicle/ramp permits.** By signing the registration form you agree that you have read and will abide by ABI rules and regulations. **PLEASE BE ADVISED THAT USE OF ANY ABI PROPERTY IS AT RENTERS AND GUESTS OWN RISK.**