



Commercial Access Requirements

1. Requirements for obtaining commercial vehicle decals/passes:
 - a. Service providers, including general and subcontractors, may purchase decals for company-registered vehicles, including those registered to principals of the company who use them for company-related duties. Decals purchased after Oct. 1 are sold at half of the original price.
 - b. Include with your application current copies of your driver's license, vehicle registration, vehicle insurance card and the decal fee. Please do not send original documents.

2. Decal and Pass Rates
 - a. **Annual Decal Rates**
 - \$135 per 4-wheel vehicle
 - \$270 per 6-wheel vehicle
 - \$405 per vehicle over six wheels

 - b. **Annual Fleet Rate**

A fleet rate is available for those companies that make frequent trips to the island and have numerous vehicles needing decals.

The fleet enrollment fee is \$1,900 per year. In addition to the enrollment fee, there is a \$12 charge per decal for each vehicle enrolled.

 - c. **Daily Access Fee**

A paper pass is available with payment of a \$12 per day access fee, for vehicles up to and including six wheels, or \$35 per day for vehicles over six wheels.

 - d. **Taxable Employees in Separate Vehicle**

Your direct employees (those on your payroll for whom you withhold taxes) who drive their personal vehicles to work on Kiawah are eligible for an annual commercial employee decal at a cost of \$12. Your contracted employees (those for whom you do not withhold taxes) may apply under category A or C above. Principals of your company that drive their personal vehicles **are not** eligible for employee decals and must apply under category A or C above. Please note that proof of employment (pay stub) is required to issue the decal.

3. Payment Options
 - a. Payment may be made by cash, check or MasterCard/Visa.
 - b. Sorry, cash, MasterCard and Visa transactions may only be done in person.
 - c. A \$25 collection fee is applied for each returned check
 - d. Renewals by mail are offered as a means to prevent you from waiting in line at our office. We encourage you to take advantage of this method.

Commercial Access (Decal/Pass) Rules and Regulations

1. **Access.** Kiawah Island's commercial decals/passes are assigned to specific vehicles. Decals and passes are not transferable and may not be taken from one vehicle and placed on another. **Use of a Member Guest Pass for commercial work is unauthorized.** The KICA Security Department monitors commercial vehicles to ensure compliance. If your company sells a vehicle for which a decal or pass was issued, you may obtain one for the new vehicle free of charge by returning the old decal/pass. Decals/passes for the new vehicle are available for \$25 each when the old decal/pass is not returned. Place your decal/pass in the **lower left hand** (driver's side) corner on the **inside** of the front windshield. (If your state has an inspection sticker, please place the Kiawah decal above it.)
2. **Work Hours.** Commercial work is welcome during the following hours:

Monday through Friday:	7 a.m. - 7 p.m.
Saturday:	8 a.m. - 5 p.m.

Commercial work may not be conducted on Sunday or designated holidays. Under certain critical circumstances, the Kiawah Island Community Association may grant permission. Please contact the commercial pass office at 843-768-8240, between the hours of 7 a.m. and 3:30 p.m., Monday through Friday. If approval is given, a special pass will be issued. Please note, your general access decal/pass from KICA is required in addition to the after hour pass.
3. **Travel.** Please travel to and from your job site using the most direct route, and only between the permitted hours of work (item 2). Remember that motorcycles, mopeds and similar motorized vehicles are prohibited beyond the main gate, and there are no parking facilities available.
4. **Speeding.** The speed limit island-wide is 25 miles per hour unless otherwise posted. Infractions may result in speeding tickets and/or forfeiture of decal/pass privileges.
5. **Parking.** Except on roads with double lines (where parking is prohibited), you may park on one side of the road only, in the direction of traffic (not on a curve). **Please do not park on the grass or in cul-de-sacs.** Special parking consideration from the director of security may be granted on a limited basis.
6. **Lakes.** Please refrain from fishing, crabbing or shrimping in the island's lakes. You will encounter alligators on the island. Be aware that state law is strictly enforced, and imposes fines up to \$5,000 for feeding or harassing alligators.
7. **Work Site.** Maintenance of a neat construction site is expected. You must contain loose trash (burning is prohibited). Warming fires may be permitted with prior authorization from the ARB.
8. **Pets.** Please leave your pets at home.
9. **Firearms and fireworks are strictly prohibited.** If discovered, they may be confiscated. Concealable weapons are not allowed.
10. **Quiet Enjoyment.** To preserve the peaceful atmosphere of the island, refrain from activity characterized as noxious or offensive. Keep radio volume to a minimum.
11. **Soliciting.** You are welcome to distribute advertising material via U.S. Mail. **Soliciting is not permitted.** Flyers or other materials may not be placed in/on mailboxes or doorsteps.
12. **Signage.** Advertising signs displayed at any job site require ARB approval. Please remove signage promptly upon completion of work.
13. **Vehicle Debris.** Drivers are responsible for preventing debris from leaving their vehicles. Drivers are also responsible for damage that may be caused to a person or property by flying debris.
14. Violation of KICA rules, regulations, policies and procedures may result in denial of access or removal of decal by KICA Security personnel.
15. You are subject to all federal, state and local statutes, ordinances, covenants and rules and regulations, which may be modified without further notice.
16. In addition to any other grounds for suspending a contractor's gate access privileges, KICA may revoke or suspend the commercial passes, decals, and privileges of any contractor who is arrested and charged with an alleged crime by local, state, or federal authorities or who employs an individual that is arrested and so charged. The revocation/suspension may remain in effect until the prosecuting authorities or a court of competent jurisdiction dismiss such charges on grounds they are without merit.
17. Submittal of your signed application constitutes understanding and agreement with this policy in its entirety.

In addition to citations/fines issued by the Charleston County Sheriff's Office and/or the Town of Kiawah Island Code Enforcement Officers, KICA Security may impose penalties as follows:

First Offense:	Warning to \$25
Second Offense:	\$25 to \$50
Third Offense:	\$75 to loss of decal/pass privileges

Failure to promptly pay penalties may result in loss of access.

The undersigned hereby gives KICA Security consent to search my personal or company vehicle(s), including the trunk, passenger compartment, glove compartment, and all contents at any time on Kiawah Island. I understand that if I decline a requested search, further access to Kiawah Island may be denied. I further give KICA Security, in its sole discretion, permission to remove the decal/pass from my windshield. I assume responsibility for informing my employees/representatives, for whom I obtain decals or passes, of these rules and regulations. I acknowledge that I have read the Commercial Access Rules and Regulations enclosed herein. Submittal of this signed application constitutes understanding and agreement with this policy in its entirety.

Company Authorized Signature: _____

Printed Name and Title: _____