



### **EACH VEHICLE SHOULD USE ONLY ONE TRANSPONDER**

When you get your new transponder, **please remove all old transponders / tags** to keep your account in good standing and to ensure you receive the discounted toll rate.



### **VEHICLE STICKER TAG INSTALLATION IN THREE EASY STEPS:**

**STEP 1: MAKE SURE YOU DO NOT HAVE ANY OLD TRANSPONDERS ANYWHERE IN OR ON THE VEHICLE.**

If you do not remove old transponders, the transponder you are installing may not function properly. Then clean and dry the **INSIDE** of the lower left corner of your windshield.



**STEP 2:** Check the **'Transponder / Vehicle Details'** on your customer profile letter that was sent with the transponder to ensure you place the proper tag in the correct vehicle (for accounts with multiple vehicles only).

**STEP 3: PLEASE USE CAUTION AND DO NOT BEND THE STICKER TRANSPONDER TAG.**

Carefully peel off the top portion sticker tag, the reader chip may be damaged and not work properly if the tag is bent. Then secure the **TOP STICKER TAG ONLY** on the **INSIDE** of your windshield in the **LOWER LEFT CORNER**.



### **MOTORCYCLE STICKER TAG INSTALLATION IN TWO EASY STEPS:**

**STEP 1: MAKE SURE YOU DO NOT HAVE ANY OLD TRANSPONDERS ANYWHERE ON THE MOTORCYCLE.**

If you do not remove old transponders, the transponder you are installing may not function properly. Clean and dry the motorcycle headlight so that the sticker tag adheres properly.



**STEP 2: PLEASE USE CAUTION AND DO NOT BEND THE STICKER TAG.**

Carefully peel off the sticker tag, the reader chip may be damaged and not work properly if the tag is bent. Then place the sticker tag horizontally 1 inch from the bottom of the headlight, center the sticker tag before adhering to light. **DO NOT PLACE THE TRANSPONDER ON ANY METAL SURFACE.**



### **SWITCHABLE HOV TRANSPONDER INSTALLATION IN THREE EASY STEPS:**

**STEP 1: MAKE SURE YOU DO NOT HAVE ANY OLD TRANSPONDERS ANYWHERE IN OR ON THE VEHICLE.**

If you do not remove old transponders, the Switchable HOV Transponder may not function properly and may result in a toll charge while travelling in HOV mode. Clean and dry the **INSIDE** of your windshield under the rear-view mirror.



**STEP 2:** Check the **'Transponder / Vehicle Details'** on your customer profile letter that was sent with the transponder to ensure you place the proper tag in the correct vehicle (for accounts with multiple vehicles only).

**STEP 3:** Then peel off the top layer of the double-sided tape and affix the transponder on the **INSIDE** of the windshield below your rear-view mirror with the **HOV / TOLL** switch side facing the driver.



**WHEN TRAVELING WITH LESS THAN THE REQUIRED NUMBER OF CARPOOL / HOV OCCUPANTS:**

**PAY TOLL:** The Switchable HOV Transponder should be set to the green **"TOLL"** position.

**WHEN TRAVELING WITH THE REQUIRED NUMBER OF CARPOOL / HOV OCCUPANTS:**

**CARPOOL / HOV:** The Switchable HOV Transponder should be set to the red **"HOV"** position.

**REMEMBER TO SWITCH BACK TO TOLL POSITION WHEN NOT CARPOOLING.**

**THE USER IS FULLY RESPONSIBLE FOR THE PROPER USE OF THIS TRANSPONDER!**

**REMOVING YOUR STICKER TAG:** If removed from your windshield, a sticker tag **CANNOT** be reused.

If you have your windshield replaced, you must request a replacement sticker tag. To remove a sticker tag from your windshield, peel off, scrape off remaining residue, and then clean the area with an alcohol wipe or windshield cleaner.

**REUSING YOUR SWITCHABLE HOV TRANSPONDER:** A Switchable HOV Transponder **CAN** be reused.

If you switch vehicles, call the **ExpressToll Service Center at 303-537-3470** to re-assign your transponder to the proper vehicle on your account.

**ONLINE ACCOUNT MANAGEMENT:** Manage your account online at **ExpressToll.com**. You can log in to update contact information, add or edit vehicle information, change payment information and access discounts offered through the **ExpressToll Rewards Program**.