

APPLICATION FOR LICENSE FOR MONTHLY PARKING

Application for New Accounts

If you are a new shareholder/resident or this is your first time applying for parking, you must complete the attached form, Licensee Section, and have your building management office complete the Building Management Office Section.

Upon completion of the form, additional documentation is required to complete the process in order to commence parking as follows:

- A copy of the vehicle registration;
- **First Month's Rent** - A check or money order payable to Amversev Assoc. for the 1st month's rent (please refer to the current parking rates);
- **Security Deposit** - A check or money order payable to Amversev Assoc representing 1-month security deposit refundable upon termination of parking.

Please be advised that all new parking start as a "floater", which means that you must have your vehicle parked by the attendant until a permanent spot becomes available. A parking attendant is on duty 24/7. The wait time for a permanent spot can be weeks to months. When a spot becomes available you will be notified in writing. You may reject the first spot offered, but you must accept the second spot or your name will be removed from the list and parking privileges revoked.

The monthly rent for SUV's over 75 inches wide is higher than cars and SUV's under 75 inches wide. Please note that vehicles over 79 inches wide are strictly prohibited from parking in the garage and outdoor lots.

All parking is on a first come first serve basis. If you are not satisfied with the spot offered and accepted, you can request to be placed on the wait list to relocate. The wait time can be months to years.

Application for New Vehicles

If you are replacing your vehicle of record, you must notify our office and complete an Application for License for Monthly Parking form, Licensee Section, with the new vehicle information. The Building Management Office Section is **not** required for existing accounts.

If you require a new parking sticker, please return the old sticker, regardless if it is in pieces, in order that a new sticker may be provided. Failure to notify our office within 30-days of obtaining a new vehicle is subject to an Administrative Fee of \$75.

Households with More than One Vehicle

If you have more than one vehicle and wish to park the second vehicle in your designated spot, you must obtain an Alternate Car Pass from our office for each month required.

Should you require a second parking spot, please notify our office to be placed on the Wait List. Please bear in mind that the wait time can be years.

Guest Parking

If you are expecting guests, exclusive of a holiday or event, you may purchase a Pre-Paid Parking Ticket. Pre-paid Parking Tickets are currently \$10 for 5 hours and must be purchased from the Amversev management office payable by cash or check. See attached notice regarding Guest Parking for Holidays and Events.