

**Palm Club West Village I C.O.A., Inc. - Annual Parking Permit Sticker Request Form**

All information must be complete and legible.

Address: \_\_\_\_\_

Unit Owner Name(s): \_\_\_\_\_ Unit Owner Phone Number: \_\_\_\_\_

Unit Owner E-mail Address: \_\_\_\_\_ Unit Owner Alt. Phone Number: \_\_\_\_\_

**I authorize Palm Club West Village I COA to send me e-mails for association business.**

\_\_\_\_\_ Signature       \_\_\_\_\_ Date

Tenant Name(s): \_\_\_\_\_ Tenant(s) Phone Number(s): \_\_\_\_\_

Lease Term; Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Tenant E-mail Address: \_\_\_\_\_ Tenant Alt. Phone Number: \_\_\_\_\_

**I authorize Palm Club West Village I COA to send me e-mails for association business.**

\_\_\_\_\_ Signature       \_\_\_\_\_ Date

**Check list in order to receive parking permit sticker(s)**

1. **Form and Policy sheets to be signed, printed name and dated by the unit owner and the tenant (if one exists) of the property.**
2. **Provide a copy of the following for verification of ownership/tenancy :**
  - a. **Driver's license OR photo ID and utility bill**
  - b. **If applicable, a copy of the valid, current lease.**

**ACTIVATE- LIST VEHICLES AUTHORIZED TO RECEIVE PERMIT STICKER**

Vehicle Owners Printed Last Name, First Name				Status (owner, child, partner, tenant, etc.)		
Make	Model	Year	Color	License Plate #	State	Permit sticker#

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## Permit Sticker Policy

- 1) Permit stickers will be issued at the Clubhouse / Office and affixed by Palm Club West Personnel.
- 2) Permit stickers must be placed in the upper left hand corner of the rear window or on a hang tag.
- 3) Motorcycles or scooters must park in a designated parking space.
- 4) Covered vehicles (including motorcycles / scooters) must have the license plate and permit sticker visible.
- 5) Each unit is entitled to (1) sticker per adult driver plus (1). Cost of parking stickers is \$6.00 each.
- 6) If you change vehicles, you must register the new vehicle to receive a new sticker. Permit stickers are not transferable. Vehicles with improperly transferred stickers will be subject to towing.
- 7) Resident Guest Passes are only for overnight guests and are not valid for more than 72 hours.
- 8) Guests staying for more than 72 hours must register at the office to receive an Association guest pass and must park in guest parking.
- 9) Guest parking spaces are for short term use only. Resident may not “store” vehicles in guest spaces.
- 10) TOWING POLICY: Violations as listed below will result in vehicle tow.

A. Vehicles violating Permit Sticker Policies.

B. Vehicles parked in assigned parking spaces without a permit sticker or guest pass between the hours of 1:00 a.m. and 8:00 a.m.

C. Vehicles with an improperly transferred permit sticker.

D. Unauthorized vehicles at any time of day:

1. RV's
2. Boats- motorized or other
3. Campers
4. Trailers

E. Unauthorized vehicles between 6:00 p.m. and 8:00 a.m.:

1. Commercial Vehicles (Except when servicing unit)

F. Any vehicle that has an expired tag.

G. Any vehicle not in running order or with a flat tire.

H. Any vehicles parked on the grass

I. Any vehicles not parked in an appropriate parking spot.

I acknowledge and agree to the above sticker and towing policies:

X \_\_\_\_\_ Signature                      X \_\_\_\_\_ Date

Unit owner

X \_\_\_\_\_ Signature                      X \_\_\_\_\_ Date

Tenant(s)