



NAME: \_\_\_\_\_ COMPANY: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PLATE NO: \_\_\_\_\_ MAKE/MODEL: \_\_\_\_\_ COLOR: \_\_\_\_\_

To keep the lot clear for use by all permitted tenants, we **strictly enforce** our right to tow any vehicle not displaying a valid permit. The **\$50 monthly cost is due on the 1<sup>st</sup> of the month. After the 10<sup>th</sup> of the month the cost is \$100. Failure to pay by the end of the month will result in revocation of your permit and your vehicle will be subject to towing at your expense.**

A few things to remember to avoid an unfortunate circumstance:

- Parking permits must be visibly displayed in the vehicle you have registered with us, or the vehicle will be towed at your expense.
- Use of an invalid or outdated permit will result in a non-negotiable \$200.00 fee and the vehicle will be towed immediately at your expense and without notice.
- Vehicles parked in such a manner that prohibits the use of another space will be towed immediately at your expense and without notice.
- Vehicles must be in working order, move frequently, and only parked in designated areas.
- Permits must be turned in to the office by the last business day of the month to avoid paying next months rent. Please remember that if you are in possession of the parking permit you are responsible for payment.
- Non-payment of monthly costs will result in the vehicle being towed at your expense and without notice.
- Replacement cost for a lost permit is \$50.00.
- Tenant parks in Landlord's parking lot at their own risk. Landlord is not responsible for theft, damage, or any other loss of possessions, any vehicle, or any other property that may occur while Tenant is parked in Landlord's parking lot.
- Landlord reserves the right to revoke parking permit for any reason with 20 days written notice.
- Landlord reserves the right to clear the lot for special events with 5 days written notice.
- No exceptions to these rules exist – please do not offer excuses should your vehicle be towed. This policy is fair warning.

Please understand we are attempting to provide parking to all tenants who are legally entitled to use this lot and that is our only directive. It is never our intent to knowingly tow vehicles owned by tenants of the building without cause. However, adherence to these rules is the only way to prevent that from happening -- tenant or not. It is our most sincere hope that by enforcing these rules, all who are entitled to space will have no problem parking here.

I \_\_\_\_\_, agree to the above terms and conditions.  
(signature) (date)

**(OFFICE USE ONLY)** PERMIT: \_\_\_\_\_ LOT NAME: \_\_\_\_\_