

PARKING ENROLLMENT & STATUS FORM

Account Type

- Individual Account
 Company Account

- New Parker
 Current Parker – Status Update
 Termination – Effective: _____

Tenant Information *(New Accounts Only)*

Account Name *(Company Accounts Only)* _____
 Billing Address _____ Apt/Suite # _____
 City _____ State _____ Zip Code _____
 Primary Phone _____ E-Mail Address _____

Parker Information

Last Name _____ First Name _____
 Primary Phone _____ E-Mail Address _____

Authorized Vehicle Information *(Required – Access card will not be issued if incomplete)*

	Make/Model	Plate	State	Color
Primary Vehicle	_____	_____	_____	_____
Secondary Vehicle	_____	_____	_____	_____

PLEASE TURN AND READ THE TERMS AND CONDITIONS OF THIS PARKING AGREEMENT.

Park Center reserves the right to terminate or refuse parking to any individual for any reason. I hereby acknowledge that I agree and understand the terms and conditions of this Monthly Parking Agreement.

Parker Signature _____ Date _____

For Office Use Only			
Facility Number		Rate	
Access Card Number		PARIS (Date)	
Reserved Space #		ACCESS (Date)	
Account #		Completed By	

Please submit completed forms to parkcenterparking@legacyparking.com
 and copy home.adsv-pcsecurityteam.589o27@statefarm.com



RULES AND REGULATIONS

1. **TERMS** – This agreement is between Park Center and the named individual (“Parker”). As part of this agreement, the Parker agrees to all Terms and Conditions of the agreement. This agreement is non-transferable and non-assumable. The agreement is effective from the effective date until the end of the month and continuing thereafter on a month-to-month basis until canceled by either party, for any reason.
2. **REGISTRATION** - Registration by telephone will not be accepted. Application must be completed and to the appropriate point of contact. Upon registering, your parking is effective immediately.
3. **CHANGES** – Park Center requests that you keep your account and vehicle up to date and current. In the event that you change your personal or vehicle information, a new form will be required. Check the Current Parker – Status Update box and resubmit your form with updated information. Parkers who fail to notify Park Center management of any vehicle changes may be subject to citations.
4. **PERMIT/ACCESS CARD** – Each employee parking card is a “recycling” card that prevents one user from passing the card back to another user. The card operates gates in conjunction with a computerized software system. The system enables the parking office to cancel or terminate cards that are lost, stolen or discontinued, by reason of violation of the rules. The software system will be used in the control of monthly parkers who violate the rules and procedures established for the facility. A \$50 fee will be assessed to any account de-activated to any monthly parkers who violate the rules and procedures established for the facility.
5. **SIMULTANEOUS USE** - Use of this permit/access card by two or more cars or use after privileges have been canceled will result in enforcement action to include towing or wheel locking.
6. **PARKING SPACES** – Your parking privilege is valid for one space only. Vehicles taking up more than one space will be cited and vehicle information will be recorded. Tenants parking within the garages are restricted from utilizing the area for overnight parking (unless a signed afterhours parking agreement is on file), storage of vehicles: parking in areas not striped for parking or noted as “no parking”; parking in entryways, fire lanes or crosshatched areas; parking in areas that is designated “handicapped only” (vehicle must have proper handicap decal) and “permit parking only” (vehicles must display a park center permit decal). Signs are posted or marked on the parking surface throughout the parking garage. Other vehicles that are restricted from parking are inoperable vehicles, including but not limited to, vehicles excessively leaking oil or other fluids; parking of any trailer, weather connected to a vehicle; parking delivery vehicles in any other area other than the loading dock, and parking delivery vehicles in designated delivery areas longer than reasonably necessary for loading and unloading. Listed below are the procedures and consequences for anyone who may violate the parking rules of Park Center.
 - First Offense—Security will notify building tenants and guest of the violation found. The vehicles make, model, and owner will be recorded into the security violation database and a ticket will be placed on the window of the vehicle notifying them of the violation. **Violators of handicapped and permitted parking will be immobilized (booted) immediately on the first offense.**
 - Second Offense— If a vehicle is found to have violated any parking rule previously, the vehicle will be immediately immobilized (booted) and the owner will be notified. The owner will be required to pay a \$50 dollar fine (cash only) in order to have the boot removed. **No Exceptions. Payment plans for the fee will not be accepted.**
 - Third Offense— If a vehicle is found to have two prior violations then the vehicle will be towed immediately and at the owner’s expense.
 - Fourth Offense— If a vehicle is found to have three prior violations then the owner of the vehicle will have their parking privileges revoked immediately and indefinitely and their management will be notified. Violators will be responsible for paying a fee of \$50.00 per offense. Repeat offenses may result in the loss of parking privileges.

Property Management reserves to right to immobilize (Boot) or tow away any vehicle and equipment (e.g. trailers) that is in violation of these rules and regulations without warning at the vehicle or equipment owner’s expense



7. **OVERNIGHT PARKING** – Any vehicle left in the facility for more than 48 hours without prior arrangements is subject to towing. If you require overnight parking, please notify Park Center management via email.
8. **CANCELLATIONS** - Cancellations are effective upon notification or by designated date submitted on this form. Cancellations must be submitted in writing and include a copy of this form marked accordingly.
9. **RELEASE OF LIABILITY** –_The Operator, its respective owners, affiliates and subsidiaries and their respective shareholders, directors, officers, employees and agents and all other parties, including but not limited to this facility's owner or landlord is not and will not be liable for any losses or damage to personal property, including vehicles and articles. **Please keep personal belongings out of sight and lock your vehicle.**
10. **QUESTIONS & INQUIRES** – For questions regarding your parking access card or for more information about the parking garage at Pack Center, please email parkcenterparking@legacyparking.com.

