

April 29th 2016



It is time for the Association to renew its resident parking permit program, which will begin **August 1st, 2016**. Old yellow permits will no longer be valid after 7/31/2016. The new resident parking program will use your approved license plate as your overnight parking permit. Although very similar to the current permit program there are some significant changes, **so please read all information below carefully:**

HOW WILL YOUR APPROVED RESIDENT VEHICLES LICENSE PLATE ACT AS AN OVERNIGHT PARKING PERMIT?

Once an application (attached) is approved, the approved vehicle(s) license plate number will be added to our system as authorized to be parked overnight in common area. NO decal will need to be placed on the authorized resident vehicle. Authorized license plate numbers will act as the permit allowing the vehicle to be parked overnight in common area.

NOTES AND PROCEDURES:

1. Vehicles parked in garage/ driveway DO NOT require a Plate Permit.
2. Plate Permits will only be issued when the resident has provided information which indicates he / she has used all garage/driveway spaces appropriately and is in need of a Plate Permit for additional resident vehicles. Maximum of only two plate permits per household will be issued.

If any vehicle in a household requires a Plate Permit, Patrol One will need the following paperwork:

1. *Completed application. (Please see attached)*
2. *Documentation that proves the resident lives onsite. “One of the following is required, ONLY if the vehicle registrations are NOT registered to the onsite address”*
 - a. Utility bill (no cell phone bills are accepted) showing name of resident and onsite address.
 - b. California Drivers License showing onsite address.
 - c. Lease agreement showing the name of resident and onsite address.

3. *Copies of all current vehicle registrations (including garage vehicles) showing resident's name and address are required with the permit application. **Only if the vehicle is new and the registration is not available, a copy of the sales contract or temporary registration is required. Make sure the identification number of the vehicle is listed.***
4. *If you have a company vehicle, you will need to provide the following:*
 - a. Letter on company letterhead showing resident name and authority to have care custody and control of vehicle.
 - b. Current vehicle registration is also required.

Any resident with a special situation requiring an additional permitted vehicle must submit a written request to the management company, for approval by the association's Board of Directors.

Residents wanting to change a permitted vehicle to another vehicle must reapply for a permit (no charge). Residents must reapply if they get a new vehicle (no charge).

In determining whether or not a permit may be issued, the following vehicle types are NOT acceptable as legitimately Garaged vehicles:

- Vehicles out of current registration.
- Vehicles with current registration but registered as non-operating.
- Vehicles, which are registered but not street legal (off road vehicles).
- Commercial vehicles
- Recreational vehicles

Oversize Vehicles:

The association requires a garage inspection of all cases where the resident contends the subject vehicle does not fit safely into the garage. Patrol One will provide a garage inspection for \$25.00 per inspection. The resident must call Patrol One and schedule an appointment for such inspection. The resident will pay the Patrol One officer \$25.00 in cash or check at the time the officer arrives to facilitate the inspection. Please note the following:

1. The fee for the appointment is due whether the vehicle passes or does not.
2. The association requires the vehicle fit "safely" in the garage, not necessarily comfortably.
3. Garages, which have been modified so as to preclude the safe parking of a vehicle, will not be granted a Parking Permit.

Mail, Email, or Fax the paperwork to:

PATROL ONE

630 S. Grand Ave, Suite 101

Santa Ana, CA 92705

Attn: Permit Administrator

fallonpaquette@patrol-one.com

714.541.0990 fax 714.361.5008 office

Should you have questions, please feel free to call Patrol One at:

714.541.0999 or **949.367.8055** or **951.354.0999**

Or, visit our website at:

www.patrol-one.com

**Thank you for working with us to provide a quality parking program for all
the resident of Sancerre at Newport Ridge.**

Sincerely,

Patrol One

Passionate about Parking Since 1990

REQUEST FOR PARKING PERMIT FOR SANCERRE AT NEWPORT RIDGE

All items in this application must be completed in full. Failure to complete every line of this form completely will result in denial of the application. Any untruthful statements made on this application will result in forfeiture of parking privileges. Two vehicles must be parked in the garage. Thus, permits are only available for cars beyond what your garage/driveway holds. Copies of DMV registrations for ALL vehicles reflecting Sancerre at Newport Ridge address are required to be submitted.

Number of Permits Requested: [] 1 [] 2

Unit Owner's Name: _____

Address: _____, Newport Coast, CA

Day Phone: (____) _____ Evening Phone: (____) _____

1) I REPRESENT THAT THE FOLLOWING VEHICLE WILL BE PARKED IN MY GARAGE:

Make: _____ Model: _____ Color: _____ State/Lic.: _____

Make: _____ Model: _____ Color: _____ State/Lic.: _____

2) I RESPRESENT THAT THE FOLLOWING VEHICLES WILL BE PARKED IN MY DRIVEWAY/ CARPORT(S):

Make: _____ Model: _____ Color: _____ State/Lic.: _____

3) I HEREBY REQUEST PARKING PERMITS FOR THE FOLLOWING VEHICLE (S):

Make: _____ Model: _____ Color: _____ State/Lic.: _____

Make: _____ Model: _____ Color: _____ State/Lic.: _____

The undersigned Owner ("Owner") does hereby attest that the statements made on this application are true and accurate, and agrees to be bound to all of the terms and provisions set forth on this Application and the attached Parking Permit Agreement. The undersigned Owner further acknowledges that they have read and understand all of the Association's parking rules and regulations and agree to follow them, and that any illegally parked vehicle may be towed as provided by law.

Dated: _____ Signed: _____

Name (Printed): _____