

# **Notice to All Residents**

## **New Parking Decals and Procedures**

**April / May 2010**

**Effective May 01, 2010**, new parking decals will be required to be displayed on all vehicles. The new decals must be displayed on the bottom left hand corner of the driver's side windshield.

**Starting April 16, 2010**, all ~~none~~-owner residents must register their vehicles with **Ruben Morales, Cotton Hope's Code Enforcer**. ~~None~~-owner residents must contact **Ruben** at **683-0825** to arrange for an appointment or you may stop by **Ruben's apartment, 1911**, between the hours of **6:00PM and 9:00PM Monday –Saturday** from **April 16<sup>th</sup> to April 30, 2010**.

A **\$10.00 Registration Fee** will be required to obtain a new parking decal.

### **~~None~~-owner residents must provide the following:**

- 1. A copy of your current, valid lease.**
- 2. A copy of your Driver's License.**
- 3. A copy of your Vehicle Registration.**
- 4. Proof of Insurance**
- 5. A \$10.00 Registration Fee. ( Check or Money Order - NO CASH)**

**Failure to acquire a new parking decal by May 01, 2010 may result in your vehicle being towed at owner's expense.**

Cotton Hope owners may call Jack Hurst, Cotton Hope's Property Manager, to obtain information on the procedures to obtain the new parking decals.

### **VEHICLE ADMINISTRATION INFORMATION:**

- 1. PARKING STICKERS ARE NOT TRANSFERABLE:** If the vehicle is sold, the decal from that car must be removed and exchanged for a new decal issued by the on-site manager at no charge. If the old decal is not returned a \$25.00 charge will be levied for its replacement.
- 2. PARKING:** Each unit is allotted only one parking space underneath the buildings and this is on a "first come, first served" basis. Cars that are illegally parked, doubled parked or inoperable or abandoned are subject to being towed at owner's expense. Trucks larger than 1 ton are not permitted to park on the property. **All vehicles must have a valid parking decal or visitors pass.**