

**Seven Springs Owners Association
Parking Permit Application**

Website: www.edrda.com/sevensprings

One application required per vehicle. Limit of Two (2) permits per unit.
A copy of the vehicle registration must be attached to this application.

See attached rules and regulations for fees schedule.

TENANT INFORMATION

Building: _____ Unit #: _____

Name(s): _____

Day time phone: _____ Night time phone: _____

Vehicle Registration Information

Vehicle registration must show a Seven Springs address. New address: You have 30 days under state law to up-date your Drivers license and vehicle registration. If you drive a company vehicle, you must provide a letter from your employer. If you can not comply with this please include a statement as to the reasons why.

Name of Vehicle Owner(s): _____

License Plate #: _____

Vehicle Identification Number: _____

Year: _____ Make: _____ Model: _____

Series/Type: _____ Color(s): _____

If you are a tenant, not the owner of this unit *STOP*** Your Landlord must complete the remaining information. Be sure to attach a copy of the Vehicle registration to this form and mail it to your Landlord. DO NOT send it to SEVEN SPRINGS OWNERS ASSOCIATION If you are the owner and reside in this unit, please continue.**

Unit Owner Information

Name of Owner(s): _____

Daytime Phone #: _____ Night Time Phone #: _____

Mailing Address: _____

E-mail address: (optional) _____

of people authorized to live in this unit: Adults: _____ Children: _____ (optional)

Owners Signature: _____ Date: _____

Management Company Information (If Applicable)

Name of Company: _____

Address: _____

Phone #: _____ Fax #: _____

Contact Person(s): _____

E-mail address: _____

**Please send the completed application, a copy of the vehicle registration and fee to:
Seven Springs Owners Association
C/O Realty One, Inc.
1426 Pierce St.
Lakewood, CO 80214**

** Please note: failure to provide all the requested information will result in the application being returned and no parking permit will be issued until the missing information is received by the Association.

Permit #: _____ Date Issued: _____ Issued By: _____ HOA Board of Directors Form 1/1/08

**RULES AND REGULATIONS FOR
SEVEN SPRINGS OWNERS ASSOCIATION
Updated January 1, 2008**

Parking Permits

- 1) Only one (1) permit is issued per vehicle. A maximum of two (2) permits will be issued per condo unit. Motorcycles are considered a vehicle and require a permit.
- 2) Condo units with more than two (2) vehicles must park the extra vehicles in visitor parking or on the city streets where parking is permitted.
- 3) Permits must be prominently displayed on the driver's side back window, or in the front window (above the emission's sticker) if the permit is difficult to see in the back window. Permits may also be hung from the rearview mirror. Permits do not have to be attached to motorcycle, however the motorcycle must be registered if parked in a permit area. Permit for a motorcycle can not be displayed on any other vehicle.
- 4) Only owners (not tenants) may obtain Parking Permits by registering their vehicles or their tenant's vehicles with the Seven Springs Owners Association.
- 5) The Owner of record may arrange for the issuance of permits for their tenants by sending a completed Parking Permit Application to the agent.
- 6) All applications require a copy of the vehicle registration and payment of the appropriate fees (see schedule below). In the case of new condo owners please enclose a copy of your mortgage or title documents as proof of unit ownership.
- 7) Permits are to be reused in the event of sale or other conveyance of the vehicle, or when the unit is sold or a tenant moves from Seven Springs. It is the responsibility of the owner to retrieve the permit. When transferring an existing permit please write the permit number in the space at the bottom of the application.
- 8) Resident parking privileges may be suspended in the event that the condo unit Owner is:
 - (A) delinquent in Association dues, assessments, or any other charges due to the Association, or
 - (B) the Owner or Resident is in violation of the Governing Documents, including the Rules and Regulations or Policies and Procedures.
- 9) During the suspension period, any vehicle displaying a Permit issued to the affected condo unit and parked in any Seven Springs parking lot may be **towed at owner's expense without prior notice.**
- 10) Vehicles parking in No Parking Zones or outside of painted parking lines create safety hazards, particularly in the event of fire or medical emergency. **Such vehicles will be towed without prior notice and at owner's expense.**

FEE PER PERMIT PER OCCURRENCE	FEE AMOUNT
TRANSFER OF EXISTING PERMIT TO NEW VEHICLE	NO CHARGE
TRANSFER OF EXISTING PERMIT TO NEW OWNER	NO CHARGE
ISSUANCE OF NEW PERMIT TO NEW OWNER	\$5.00
REPLACE EXISTING PERMIT (CURRENT PERMIT RETURNED)	NO CHARGE
REPLACE EXISTING PERMIT (CURRENT PERMIT NOT RETURNED)	\$25.00

Exceptions to fees for special circumstances are by board approval only.

Please make check or money order payable to Seven Springs Owners Association.

**RULES AND REGULATIONS FOR
SEVEN SPRINGS OWNERS ASSOCIATION
Updated January 1, 2008**

Parking and Parking Lot Regulations

Per Article 7.9 of the Declaration, no camper, motor home, mobile home, house trailer, towed trailer unit or large commercial truck may be kept or parked on Seven Spring's property.

Vehicles found in violation of the Seven Springs Parking Regulations are subject to the Violation Enforcement Procedure AND any and all of the following, per occurrence:

- 1) A large sticker affixed to the vehicle windshield,
- 2) Towing at vehicle owner's expense.

Vehicles will be issued a warning sticker or towed from Seven Springs Parking Lots at the owner's expense when:

- 1) The vehicle is illegally parked i.e. in a no parking zone, is blocking another vehicle, or in more than 1 space.
- 2) The vehicle is abandoned or stored. Abandoned or stored means a vehicle parked in the same space without being moved for more than 30 days. Notify the association of need for prolonged parking arrangements.
- 3) The Vehicle is not road ready i.e. it is stored with expired license plates, is left with a flat tire, or is not functional.
- 4) The vehicle parked does not belong to a resident currently living at Seven Springs.
- 5) The permit is improperly registered with the Agent.
- 6) Major car repairs may not be performed in Seven Spring's parking lots.
- 7) More than one (1) vehicle from any one (1) unit is parked in the E/F lot at any given time.
If a vehicle is to be parked for more than 48 hours, the Association asks that the vehicle be parked in the south lot, by the Clubhouse, as a courtesy to the other residents using the E/F lot.
- 8) Guests must park in visitor parking or on the city street between 5:00 pm and 8:00 am Monday through Friday and all day on weekends and holidays.
- 9) It is the responsibility of the resident to monitor their guest's parking. Guests are not exempt from the parking regulations.
- 10) We request motorcycles park in designated areas when available.