



# PARKING ACCESS REQUEST

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### PARKING RULES AND REGULATIONS

1. Parking hours may be posted at the entrance and exits of the parking areas. Landlord reserves the right to adjust such hours.
2. Monthly parking is available twenty-four (24) hours, seven (7) days a week.
3. Vehicles must meet the height limits of all parking structures and shall be parked entirely within the stall lines painted on the ground. Vehicles which do not meet the height limits, or which do not fit within standard or compact sized parking stalls shall be prohibited and Landlord shall have no obligation to make special accommodations for such oversized vehicles.
  - P1 Entrance: Maximum vehicle clearance: 8'2"
  - P2 Entrance: Maximum vehicle clearance: 14'0"
4. Monthly parkers may park in any open space not designated "visitor", "reserved", "handicapped" or "no parking."
5. All directional signs and arrows must be observed.
6. The speed limit shall be a maximum of 5 miles per hour. Violators will be subject to loss of parking privileges.
7. Parking is prohibited:
  - In areas not striped for parking;
  - In aisles;
  - Where "no parking" signs are posted;
  - In cross-hatched areas;
  - In such other areas as may be designated by Landlord or the Operator;
  - In compact stalls by oversized vehicles;
8. The rate for monthly parking is payable in advance and must be paid on or before the first day of each month. No deductions or allowances from the monthly rate will be made for days the designated parker does not use the parking areas.
9. Parking managers or attendants are not authorized to make or allow any exceptions to these Rules and Regulations.
10. The use of the garage shall be at parker's risk. Every designated parker is required to park and lock his or her own vehicle. Owner and manager shall not be responsible for personal injuries, damages, or for theft of automobiles or contents therein while entering, exiting or parked in this garage. All responsibility for damage to vehicles or persons while in the parking areas is assumed by the designated parker.
11. Parking privileges are for the express purpose of allowing a single designated parker to park one vehicle per space. Monthly parking may be terminated by the Operator if unauthorized users are observed entering or exiting the garage with a designated parkers Parking Identification.

12. If more than one vehicle registered to your account is parked in the garage at any one time, the second vehicle will be ticketed, is subject to towing at the owners' expense and parking privileges may be terminated.

13. Washing, waxing, cleaning or servicing of any vehicle by the designated parker and/or his agents is prohibited.

14. Parking shall be for standard sized motor vehicles only. Trailers, or similar transport vehicles designed to be towed by a motor vehicle, or vehicles which do not fit within a standard sized parking stall shall be prohibited.

15. No storage of cars is permitted.

16. The Operator reserves the right to refuse the sale of monthly parking privileges to any person and/or his agents or representatives who willfully refuse to comply with the above Rules and Regulations and all posted city, state or federal ordinances, or laws or agreements.

17. Tenant shall acquaint all persons to whom Tenant assigns parking passes of these Rules and Regulations.

18. Parking privileges shall be on an unassigned basis unless reserved parking is purchased.

19. Monthly parking charges may be adjusted from time to time by Landlord.

Upon receipt of payment, a completed signed parking application, and this Agreement, by Operator, the designated parker will be issued monthly parking privileges and Parking Identification, which is recognized either by their vehicle License Plate or mobile Bluetooth virtual keycard. It is the responsibility of the designated parker to update their vehicle License Plate information as needed, and Bluetooth virtual keycard as needed.

Monthly parking fees are due and payable in advance on the first day of the month. If the monthly parking fee is not paid by the fifth working day of the month, Operator may terminate the monthly parking privileges and deny access to the parking areas. If the fifth of the month falls on a weekend or holiday, the next business day will apply.

New monthly parkers may start on the 15th of the month and pay 50% of the monthly parking rate for that current month. Monthly parkers starting prior to the 15th will be billed for a full month of parking. Monthly parking is invoiced on the calendar month and requires a (30) thirty-day cancellation notice.

Example: If monthly parking is cancelled on February 15th, parking will not be removed from your account until April 1st (the calendar month of February has already been invoiced and the next cancellation period to provide (30) days' notice would be March 1st for an April 1st cancellation).

There will be no refunds given to parkers ending their monthly parking at any time prior to the end of the month.

Applicant First Name: \*

Applicant Last Name: \*

Applicant's E-mail Address: \*

Company Name: \*

Access Request:

- ☐ Add Parking
- ☐ Cancel Parking

Reason (check all that apply):

- ☐ New Request
- ☐ Cancellation
- ☐ Name Change
- ☐ Card Lost or Stolen
- ☐ Card Broken or Malfunctioning

Access cards can be programmed to use as a back-up method to enter/exit the garage if your license plate is not recognized. If you would like the parker's access card to have access, please provide the card number.

Access Card Number:

Previous Access Card Number (if applicable):

The Summit uses LPR (License Plate Recognition) to grant access to and from the garage. You may register up to two vehicles for each parking account. Please make sure to type in each license plate number accurately, to ensure access to the garage will be granted.

Vehicle Make: \*

Vehicle Model: \*

License Plate Number: \*

State: \*

Second Vehicle?

☐ Yes

☐ No

Vehicle Make:

Vehicle Model:

License Plate Number:

State:

Typed E-Signature: \*

Notes:

Once completed please submit to [BellevueLAZ@lazparking.com](mailto:BellevueLAZ@lazparking.com)  
and CC [SummitAdmin@UrbanRenGroup.com](mailto:SummitAdmin@UrbanRenGroup.com) - *Thank you!*