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## Request for Long-Term Parking Hang Tag

The Association's Visitor Parking Policy, as passed by the Board of Directors in its September 2016 meeting, allows for residents to receive a parking pass, AKA "hang tag," for their guests who will park more than ten days in a calendar month. Hang tags are issued only in accordance with the Board-approved policy. Note that hang tags are not issued to residents except to provide for a temporary accommodation necessitated by Association-initiated displacement from their owned spot.

Resident & Unit Requesting Parking Hang Tag: \_\_\_\_\_

Name of Visitor Hang Tag Requested For: \_\_\_\_\_

Dates Hang Tag Requested For: \_\_\_\_\_ through \_\_\_\_\_

*I certify that I am requesting a Visitor Parking Hang Tag in accordance with the Visitor Parking Policy and that the Hang Tag is not for a resident of AKW. I understand that the Hang Tag will have an expiry date and that the vehicle displaying it will be towed if it remains parked in Visitor Parking beyond the expiry date. Note that your visitors park at their own risk.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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### FOR COMPLETION BY AKW OFFICE STAFF

Hang Tag Number: \_\_\_\_\_ Issued By: \_\_\_\_\_

*Staff and Directors may only issue Hang Tags in accordance with the Parking Policy. Hang Tags are accountable items and must be treated as such. The office copy receipt and this form must be scanned to the unit's file and handled in accordance with the Association's documented File Plan.*