

THE SHORES AT BERKSHIRE LAKES CLUBHOUSE PARKING APPLICATION

Purpose: This form is required when an owner/resident requests permission to park a vehicle in the clubhouse parking lot due to guests, temporary overflow, or special circumstances. Approval must be obtained before parking overnight or for extended periods. Each homeowner may apply for one parking permit for a period of up to 7 days as part of a single week, once per month. The vehicle must display *The Shores* approved parking permit in clear view on your vehicle dashboard and be visible from outside of the vehicle.

OWNER / RESIDENT INFORMATION:

Name: _____ Property Address: _____

Phone Number: _____ Email: _____

VEHICLE INFORMATION:

Owner of Vehicle (Guest/Resident): _____

Vehicle: Make: _____ Model: _____ Year: _____

License Plate #: _____ State: _____ Color: _____

PARKING REQUEST DETAILS:

Reason for request: _____

Dates requested: __/__/____ __/__/____ __/__/____ __/__/____ __/__/____ __/__/____ __/__/____

Time(s) Requested: ____To ____ ____To ____ ____To ____ ____To ____ ____To ____ ____To ____ ____To ____

CONDITIONS & ACKNOWLEDGMENT

By submitting this request, I acknowledge the following:

- Parking approval is not guaranteed and is based on availability.
- Vehicles must be parked in the designated area assigned by management.
- Parking is temporary and may not exceed the approved time frame.
- Cars and other personal vehicles are permitted as long as they fit within on parking space.
- Commercial vehicles **are not** permitted.
- If the parking rules are not followed, the permit may be revoked and the vehicle towed at owners' expense.
- Unauthorized vehicles are subject to towing at the owner's expense.
- Please forward completed form at least 5 days before the approved start date.
- Email this completed form to [Susan Palmer](mailto:spalmer@maymgt.com) at spalmer@maymgt.com

Resident Signature: _____

Date: _____

Printed Name: _____

FOR OFFICE USE ONLY:

Approved / Denied: ☐ Approved ☐ Denied

Approved by: _____ Date: _____

Additional Notes: _____

***** THE ASSOCIATION ASSUMES NO LIABILITY FOR VEHICLES PARKED IN THE CLUBHOUSE LOT*****

January 5, 2025