

VEHICLE STREET AND PARKING RULES

Sea Ridge streets are private and are subject to our CC&Rs, Bylaws and Parking Rules, as well as the California Vehicle Code. Please read these rules carefully. All Sea Ridge residents are subject to these rules, and homeowners who have rented their property are responsible for ensuring their tenants understand and comply with these rules. In addition, any homeowner or tenant having visitors are responsible for their guest's compliance.

PATROL COMPANY

The Association has spent a considerable amount of time investigating the parking issues in the community. In order to address the challenges posed by the limited availability of parking spaces, Sea Ridge has adopted the following parking rules and employs Patrol Masters for contracted patrol services.

In addition to providing patrol services, Patrol Masters enforces the Sea Ridge Parking rules and issues and tracks Parking Permits. Residents may also call Patrol Masters to report problems at the clubhouse or pool. Residents observing damage to units or Common Area, dumping of construction or hazardous materials, trespassing, vehicular violations, etc., are strongly encouraged to contact the Orange County Sheriff's Department immediately.

REGISTRATION OF VEHICLES

Sea Ridge residents MUST register ALL of their vehicles to be parked on Sea Ridge property with Sea Ridge HOA and Patrol Masters, regardless of whether they are to be parked inside the garage or on the street. Each unit has two garage spaces. **Each garage space is intended to be occupied by a vehicle and may not be converted to any other purpose, i.e., storage, living space, office space, music room, weight room, game room, etc. Any garage shelving or cabinetry must not hinder the ability to park two vehicles in the garage. Two vehicles must be registered and assigned for garage parking (red decal) before outside parking permits for additional vehicles (blue decal) will be issued.** Any vehicle parked on Sea Ridge streets between the hours of 12:00 midnight and 6:00 a.m. must be safe-listed or display a blue outside parking decal or Disabled Placard/License Plate with either a Red or Blue decal. Any vehicles parked overnight on Sea Ridge property and failing to meet one of these two criteria will be cited by Patrol Masters. If a vehicle receives a third violation within a rolling six (6) month period and the vehicle is registered to a Sea Ridge resident, they will be fined \$20.00. The fine amount will escalate \$20.00 with each successive violation. Fines will be billed by the association. If the vehicle is NOT registered to a Sea Ridge resident, it will be towed at owner's expense on the third violation. Vehicles displaying a Disabled Placard/License Plate are not subject to these restrictions, however, they are still required to register their vehicle to obtain a Blue or Red parking decal.

To apply for an outside parking permit for an additional vehicle, residents must submit photographs showing the inside of their garage with their two assigned vehicles parked inside. In the case of an oversized vehicle, pictures must be submitted showing why the vehicle will not fit. In ALL cases, an outside parking permit will not be issued if the garage has been altered in any way that prohibits the parking of two vehicles. Keep in mind that not being able to walk around your vehicle easily is not a justification for street parking. If deemed necessary, the homeowner/tenant may have to pay for a garage inspection by Patrol Masters or the HOA.

IMPORTANT TIPS

Amended 11.21.2022
Updated 2.1.2024

- Vehicles parked in the garage require a red parking decal. They must be registered with Sea Ridge HOA and Patrol Masters and identified as the vehicles assigned for garage parking.
- All resident vehicles parked on-site and outside a garage on a regular, ongoing basis require a blue parking decal issued by Patrol Masters.
- Blue parking decals for street parking will only be issued when the resident has provided proof that all garage spaces are being used appropriately, except in the case of over-sized vehicles and vehicles displaying a Disabled Placard/License Plate with either a Red or Blue decal.
- Blue outside parking decals will be renewed on an annual basis for the calendar year.
- Each decal is serialized and issued to a specific vehicle. Decals must be affixed to the proper vehicle inside the left front window.
- Motorcycles are recognized as vehicles. Over 500cc
- Vehicles displaying a Disabled Placard/License Plate are still required to be registered, regardless of whether parked inside or outside of the garage and display a decal.
- Lost or stolen permits will be replaced at no charge. However, permits revoked or reported as lost or stolen will immediately be HOTLISTED and any vehicle displaying them will be subject to tow at owner's expense.
- Outside parking decals may be revoked at any time at the discretion of the Sea Ridge board if the circumstances that allowed issuance change.
- Homeowners having tenants that violate the parking requirements will also be subject to fines by the Sea Ridge HOA board to be billed by the association up to \$250 per month.

FEE AGREEMENT – SEA RIDGE CONDOMINIUM ASSOCIATION

TENANTS/RESIDENTS: By signing the below agreement, I hereby understand that the owner of the unit, if not myself, will be billed monthly by management for an outside sticker, if applicable. I understand that if I am a resident or tenant, if approved, I will notify the owner of my unit that I have obtained an outside parking permit.

OWNERS: By signing the below agreement, I hereby understand that, as the owner of the unit, that neither management, nor the patrol company, is liable for my, or my tenant's failure to notify management and the patrol company of a vehicle's removal from the site, and that I am responsible for all fees related to this permit until I notify management and the patrol company of any exterior parking stickers needing removal.

OWNER/TENANT SIGNATURE:	
DATE SIGNED:	

REGISTRATION PROCEDURES

To register your vehicles and designate which vehicles will be parked in your garage, contact Seabreeze Property Management at 949-855-1800 and Patrol Masters 877-648-0602. Forms can be located on the Searidge.info website.

APPLICATION FOR OUTSIDE PARKING PERMIT

IMPORTANT NOTE: If a permit is issued to a homeowner, a fee will be applied monthly to the owner's assessment through property management, according to the schedule outlined below. Once a permit is issued to an owner, it is not the Patrol Company's, or property management's duty to monitor this fee, should the vehicle be removed or the decal is no longer needed. Owners are responsible for all fees and must contact patrol at permits@patrolmasters.com to remove the permit. Management is not responsible for an owner's failure to remove a permit and any subsequent fees assessed if the owner fails to inform patrol of a vehicle no longer being parked in Sea Ridge.

AMENDMENT #1 ADOPTED NOVEMBER 21, 2022:

- Homeowner vehicles are no longer required to send in their renewed DMV Registration yearly with Patrol Masters.
- Homeowners no longer are required to have vehicles registered to a Sea Ridge Condominium Association address.

If any vehicle in a household requires an outside parking decal, Patrol Masters will need the following information after 2 Red inside garage decals are approved:

1. Copy of CURRENT vehicle registration.
2. Completed application form available from Patrol Masters or the Sea Ridge web site.
3. Documentation that proves the resident lives on site, i.e., utility bill, grant deed, etc.
4. Letter from the homeowner giving permission for the tenant to obtain a parking decal (if applicable).
5. License plate number.
6. The following vehicle types are NOT eligible for outside parking decals:
 - Vehicles out of current registration.
 - Vehicles registered as non-operating.
 - Registered vehicles that are not street legal (off road vehicles).
 - Commercial vehicles.
 - Recreational vehicles, including but not limited to boats, jet skis, kayaks or any type of trailer.

STREET PARKING PERMIT FEES

A monthly fee is billed by the Association according to the number of Blue parking decals issued. Decals will be revoked after payment is delinquent thirty (30) days.

- First and Second Street Parking Decals fee is \$20.00 per month per permit
- Third and Fourth Street Parking Decals fee is \$40.00 per month per permit
- Fifth and Sixth Street Parking Decals fee is \$60.00 per month per permit
- Seven vehicles or more, Street Parking Decals fee is \$80.00 per month per permit

Amended 11.21.2022
Updated 2.1.2024

SAFE-LISTING VEHICLES

Residents are limited to 45 safe-listings in any consecutive rolling six (6) month period. The patrol company will not authorize safe listing for more than ten (10) consecutive days. Special authorization to safe list beyond 10 days must be obtained by calling Seabreeze Management. Parking on streets exceeding 45 days in any six (6) month period, will require a street parking decal and applicable fees.

You can obtain a safe-list confirmation number by using the online safe-listing tool on the Patrolmasters.[com](http://www.patrolmasters.com) web site or by calling 877-648-0602. The confirmation number should be placed on the guest's driver's side dash. You will need the following information when you contact Patrol Masters

- a. Resident's name
- b. Address
- c. Vehicle description
- d. Vehicle license plate
- e. Number of days requested to be safe listed

PROHIBITED VEHICLES

No boats or campers, commercial-type vehicles are allowed to be maintained in the community. A commercial-type vehicle is defined as any vehicle with outside toolboxes, ladders, pipe, racks, and/or displaying logos, company names, phone numbers cloaked or uncloaked, flatbed trucks or any vehicle over 1 ton. Only internal utility boxes for personal use are permitted.

PROHIBITED ACTIVITIES

No vehicle or boat shall be constructed or repaired in the community, including the street. However, minor repairs may be done inside closed garages.

STREET PARKING

Our streets are used as Fire Lanes and must be kept available for use by emergency vehicles. Street parking is permitted in marked parking spaces only. Parallel parking in marked spaces must be with the passenger side adjacent to the curb and within the painted lines. Parking at an angle or parking in opposition to the line of traffic is not permitted. Parking is not permitted in front of garage doors, in cul-de-sacs or in courts, as these are defined as fire lanes.

Street parking of attended vehicles in front of condominium garages (Fire Lanes) is permitted for guest and resident vehicles to briefly load and unload only. As an exception, the three identified residences with extended driveways may utilize the driveways for parking. Only two vehicles are to be parked on these driveways at any one time.

Residents and their guests may park their vehicles in designated parking spaces during the hours of 6:00 A.M. to 11:59 P.M. Decals or safe listing is not required during these hours.

Moving Vans or trucks with commercial lettering may be safe-listed and parked in designated parking spaces up to 48-hours for residents moving in or out of homes.

Motor homes, campers and boats may be safe-listed and parked for up to 15-hours in designated parking spaces to prepare for use by residents and guests. This category of safe-list is limited to two 15-hour safe-lists per seven-day period unless approved in advance.

Vendors & Contractors and their sub-contractors, whether hired by the homeowner or the association, are required to use designated parking where available. Vendors should make every effort to unload needed items and move the vehicle to guest parking while work is in progress. Should vendors find it necessary to park in front of a condominium garage, they must display a commercial sign on their vehicle. As an alternative, a notification may be placed on the front dash that is clearly visible to an emergency vehicle operator, police, and/or patrol company patrolman. Residents may also safe-list their contractors.

Disabled Placards/License Plates: Vehicles displaying a valid state issued **Disability Placard or License Plate** may park on the Association's private streets without regard to garaged vehicle status. Proper paperwork must accompany the placard with the resident's information. However, all such vehicles must be registered with Patrol Masters and the HOA, park legally, not impede traffic or park in a fire lane and display a Blue or Red parking decal.

Street Vehicle Storage is not permitted. This includes vehicles that have been registered and have a current parking decal. Any vehicle not moved within a seven-day period is subject to citation, fine and towing at the owner's expense, and the outside parking decal may be revoked.

Car covers are permitted with the provision that they are in good condition, i.e., clean and free of tears, stains, etc. The parking permit and license plate must be visible.

ENFORCEMENT – FINES AND TOWING

To reiterate, the following are the procedures that will be implemented when vehicles are observed violating Sea Ridge CC&Rs, Bylaws, Parking Rules or the California Vehicle Code:

- **FIRST WARNING NOTICE**—a vehicle observed in violation will receive a first warning citation placed under the vehicle wiper blade.
- **SECOND WARNING NOTICE**—The same vehicle receiving a second violation will receive a second warning citation placed under the vehicle wiper blade.
- **THIRD VIOLATION**— **Vehicles that are registered to Sea Ridge residents will be fined \$20.00 per** citation. Vehicles NOT registered to Sea Ridge WILL be towed at the owner's expense, without further written warning.
- **FOURTH** — and subsequent violations by Sea Ridge registered vehicles will receive fines on an escalating \$20.00 scale per occurrence.

Note: Any vehicle which is blocking a fire hydrant, not parked in a designated, marked parking spot, or which constitutes a safety or health hazard, or is an abandoned vehicle, will be towed immediately without warning!

Sea Ridge Parking Restrictions

- The speed limit is 15 miles per hour.

Amended 11.21.2022
Updated 2.1.2024

November 1, 2021



Dear Sea Ridge Residents,

Patrol Masters is pleased to announce our appointment as your new Courtesy Patrol Service. Our patrol officers are educated in the latest methodologies and are trained to conduct thorough inspections as directed by your Board.

Patrol Masters has earned a reputation for exceptional service, diligent patrol and rapid response times. Our distinctive patrol units, uniformed personnel, effective patrolling techniques and thoroughness during each patrol cycle ensures a high security profile and helps maintain a safe and secure environment for you and your family.

The following are some situations in which you may need Patrol Masters assistance:

- » To report vehicles illegally parked in fire lanes, in front of garages, or other inappropriate areas
- » Safelisting your guest vehicles
- » Obtaining a parking permit

In addition to providing general patrol services, Patrol Masters has been contracted to provide parking rule enforcement. This service includes the management of your association's parking permit program. Our careful management of these services will help to minimize parking problems and promote the efficient use of the community's limited common area parking.

We have enclosed the Sea Ridge Parking Permit Program and Procedures along with a copy of the Sea Ridge Parking Permit Registration Form and the Parking Permit Agreement. Please review these documents carefully. To obtain the new parking permit, please send the requested paperwork and application to Patrol Masters. (More information in this document)

The permit program will take effect on November 1, 2021. Please contact us in advance to receive your permit(s). Failure to properly display the new 2022 Patrol Masters decal or a safelist on any vehicle, beginning December 31, 2021 will result in removal of the vehicle from the community at the vehicle owner's expense.

Should you have any questions regarding Patrol Master's services or the contents of this packet, please feel free to call us at (877) 648-0602 or email permits@patrolmasters.com

We look forward to working with you.

Sincerely,

Patrol Masters, Inc.

Patrol Masters Inc.
1651 E 4th St. #150, Santa Ana, Ca 92701
877.648.0602 • www.patrolmasters.com

Sea Ridge COMMUNITY ASSOCIATION
AUTHORIZED RESIDENT PARKING PERMIT REQUIREMENTS POLICIES &
PROCEDURES:

If you qualify under ALL the following conditions and wish to apply for a Resident Parking Permit, the following procedures have been established to help you obtain, and maintain, a valid Parking Permit:

1. Any resident applying for a parking permit must complete and return the attached Parking Permit Registration Form and sign and submit the Parking Permit Agreement.
2. Each application must include a copy of each vehicle's valid registration certificate & ALL vehicles in the household must be listed on the parking permit application form.
3. **Homes with (2) car garages:** A residence must park, at least, two (2) vehicles in the garage before they are eligible for a resident area parking permit. To be eligible for resident area parking permits, the residence must submit registration for each vehicle, with current DMV registration to a specific Sea Ridge address. Vehicles with authorized permits **MUST** be driven on daily basis. Receiving a permit does not allow for storing the vehicle in common area. No more than six vehicles may be registered.

A. Permits will be issued on a case-by-case basis provided you meet the following criteria:

- I. Have a minimum of (3) vehicles and submit copies of registrations; all registered to the same Sea Ridge address.
4. If a vehicle is not registered with a Sea Ridge address the vehicle does not qualify to participate in the Parking Permit Program. However, any resident that is requesting an exception be made, must submit that request to the management in writing. On a case-by-case basis and at the discretion of the board will approve and deny accordingly.
5. It is mandatory to register and complete Patrol Masters registration form annually, regardless of if you are requesting a resident permit or not. Registration of your vehicles is required to obtain your Safelist code. You do need to provide DMV registration information to register resident vehicle(s) that will be parked within the community. Any changes in your vehicles need to be updated with Patrol Masters.
6. Vehicles registered for off-road use only, watercrafts, trailers, and motorcycles do not qualify for participation in the Parking Permit Program.
7. An oversized vehicle does not automatically qualify for a parking permit.
8. Each parking permit is serialized and issued to a specific vehicle. Parking permits must be properly affixed to the designated vehicle. To be valid, your permit **MUST** be affixed to the inside **FRONT** windshield, in the lower left driver's side corner. The parking permit must be clearly visible from outside the vehicle.
9. Homeowners must be current on all monthly dues, assessments, fines, collection costs, etc, at all times to be eligible to receive a permit.
10. A resident area parking permit does **NOT** guarantee a resident area parking space. All resident area parking spaces are available on a first come – first served basis.
11. While a notice or citation will be placed on vehicles that are in violation of association rules, these notices are provided as a courtesy only. The association, or Patrol Masters, will not be responsible should any vehicle be towed for violation of this Parking Permit Program or any of the Sea Ridge Homeowners Association's Covenants, Conditions & Restrictions (CC&R's), whether or not a notice or citation was received on the vehicle.

SPECIAL CASE PARKING PERMITS POLICIES:

When determining whether or not a permit may be issued, the following vehicle types are not acceptable as legitimate vehicles:

- Motorcycles, less than 500 CC in engine size
- Vehicles out of current registration.
- Vehicles currently registered as non-operating.
- Vehicles which are registered but not street legal (off road vehicles);
- Recreational vehicles (see definitions in this document).

Commercial Vehicle Permits:

Commercial vehicles do not qualify for parking permits. Commercial vehicles will not be issued parking permit; Commercial vehicles are defined as, but are not limited to, vehicles having any of the following attributes:

- » Construction Racks
- » Logos
- » Company names
- » Ladders
- » Tool boxes
- » Gates, or lifted gates
- » Flatbeds
- » More than two axles
- » Vans or buses designed to carry more than 10 persons

Recreational Vehicle Permits:

Recreational vehicles will not be issued parking permits. Recreational vehicles are defined as, but are not limited to, vehicles like the following:

- » Motor homes
- » Personal watercraft
- » Trailers of all types
- » Unlicensed vehicles
- » Boats
- » Aircraft

PARKING PERMIT APPLICATION PROCEDURES:

Residents who wish to apply for a Parking Permit must submit the following documentation to Patrol Masters, if requesting a permit:

- » A completed Parking Permit Registration Form;
- » Copies each vehicles valid registration, the vehicles registration must have a valid Sea Ridge address on it;

The above documentation, in its entirety, must be submitted to:

PATROL MASTERS
1651 E. 4th St., Suite 150
Santa Ana, CA 92701
877-648.0602(voice)
714-599-7204 (fax)
Permits@patrolmasters.com

Please note: Parking permit decals can be revoked at any time at the discretion of Patrol Masters, the Property Management, or the Board of Directors, if any of the terms or guidelines of this program are not followed accordingly.

GUEST PARKING RULES:

Patrol Masters Inc.
1651 E 4th St #150. Santa Ana, Ca 92701
877.648.0602 • www.patrolmasters.com

Day guests do not require a safelist. If you have a guest who will be parked in common area overnight, that guest's vehicle must be placed on the safelist, effective between the hours of 12:00 a.m. and 6:00 a.m. Each address is allowed a maximum of 45 one-overnight safe listings in any 180 day rolling window.

An overnight is considered anytime a vehicle is parked in a common area space anytime between 12:00 a.m. and 6:00 a.m.

If you lose, misplace or forget your code a request in writing needs to be submitted with proof of residency to ensure we are supplying the correct person with the code. Please do not give or share your code with any other residents.

PROCEDURE FOR SAFE LISTING VEHICLES:

To safelist your vehicle, visit Patrol Masters' website www.patrolmasters.com and use the online safelist procedures, or by **downloading our safelist APP** from your app store or call (877) 648-0602 if you do not have online access.



- Enter the vehicle license plate # and city.
- Click next.
- Click on the association name, which will appear on the next screen.
- Enter mandatory safelist code
- Fill in your authorization information, if repeat user.
- If new user, click on "I do not have an account" and create your own account.
- Update your information, if repeat user.
- If new user, you will have to enter additional information.
- Enter the vehicle information, if you are safelisting for the first time, then click next.
- Select the dates you would like to safelist by clicking on the calendar and click on safelist.
- You will see the confirmation number, which will confirm your transaction.
- If you do not get a confirmation number, then your vehicle is NOT on the safelist and is subject to towing.
- It is important that you get and keep that confirmation number.

If you have a guest who will exceed the days allowed, please contact management for extension. Resident vehicles may not be placed on the safelist. Safelist is designed for guest vehicles only.

Should you have questions, please feel free to call PATROL MASTERS at:

714-648-0602

Or, visit our website at:

www.PATROLMASTERS.com

Thank you for working with us to provide a quality parking program for all residents of Sea Ridge

Patrol Masters Inc.

1651 E 4th St #150. Santa Ana, Ca 92701
877.648.0602 • www.patrolmasters.com

Sea Ridge PARKING PERMIT REGISTRATION
 RETURN THIS FORM TO PATROL MASTERS, NOT the PROPERTY MANAGEMENT

*Denotes Areas to be filled out by Patrol Masters

OWNER INFORMATION	RENTER INFORMATION
Name	Name
Address	Address
Home Phone	Home Phone
Cell Phone	Cell Phone
Email address	Email address

Garage Vehicles			
Garage Vehicle:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Year:
Plate:	Make:	Model:	Color:
Garage Vehicle:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Year:
Plate:	Make:	Model:	Color:

Outside Vehicles			
Vehicle Registration Provided:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Year:
Plate:	Make:	Model:	Color:
Vehicle Registration Provided:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	*Sticker #
Plate:	Make:	Model:	Color:

OFFICE USE ONLY*			
*Permit issued by:	Permit Received By:		
Date:		Date:	
*Garage Inspection Required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Performed By:
Date:	<input type="checkbox"/> Oversized <input type="checkbox"/> \$25.00 Fee		
*Replacement Pass? <input type="checkbox"/> Yes <input type="checkbox"/> No	*Pass # _____		
Replacement Fee? _____	*Date issued: _____		

*() AGENT APPROVED	*() AGENT DENIED	*() BOARD APPROVED	*() BOARD DENIED
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Permit Request Agreement:

Owner hereby agrees that any vehicle operator (or tenant, per the CC&R's) to abide by all association rules, the CC&R's and all applicable rules at all times.

Patrol Masters Inc.
 1651 E 4th St #150. Santa Ana, Ca 92701
 877.648.0602 • www.patrolmasters.com

All items in this application must be completed in full. Failure to complete every line of this form completely will result in denial of the application.

Any untruthful statements made on this application will result in forfeiture of parking privileges.

The undersigned Owner ("Owner") does hereby attest that the statements made on this application are true and accurate, and agrees to be bound to all of the terms and provisions set forth on this Application and the Parking Permit Agreement. The undersigned Owner further acknowledges that they have read and understand all of the Association's parking rules and regulations and agree to follow them, and that any illegally parked vehicle may be towed as provided by law.

Parking permit decals can be revoked at any time at the discretion of Patrol Masters, the Property Management, or the Board of Directors, if any of the terms or guidelines of this program are not followed accordingly.

- Homeowner/ Renter hereby agree that any vehicle operator (or tenant, per the CC&R's) to abide by all association rules, the CC&R's and all applicable rules at all times.
- The signature of the Homeowner below binds the homeowner, tenants, residents and guests of the subject San Juan Hills community.
- The Board reserves the right to change tags in any manner as or if the need arises. The Homeowner is responsible for the Parking Permit Tag at all times. It is clearly understood and agreed to that parking without a permit will result in a guest vehicle to be towed at the vehicle owner's expense and Homeowners car will result in a fine of \$20 per occurrence if a Blue outdoor sticker is not installed.
- I hereby agree that the permit will be used on a licensed/operable and street legal vehicle.
- I hereby understand that receiving a permit does not guarantee me a parking space.
- I hereby agree that I will not be storing any vehicle displaying a Parking Permit Tag.
- I hereby understand and agree that any vehicle found using an altered, duplicated or invalid permit will be towed at the vehicle owner's expense.

I hereby agree to the above and request a parking permit.

Owner/Tenant Signature: _____	Date signed: ___ / ___ / _____
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SAFE LIST PARKING:

VEHICLES PARKED IN GARAGES DO REQUIRE A PARKING DECAL.

Day guests do not require a parking permit. If you have a guest who will be parked in common area overnight, that guest's vehicle must be placed on the safelist, effective between the hours of 12:00 a.m. and 6:00 a.m. Each **unit is allowed** a **maximum of 45** safelists in 180 day rolling window time frame.

Each address will be assigned a unique safelist code; please contact us to obtain your code. You are required to supply this code when safe listing any vehicle either online or over the phone.

If you lose, misplace or forget your code a request in writing needs to be submitted with proof of residency to ensure we are supplying the correct person with the code. Please do not give or share your code with any other residents.

To safelist your vehicle, visit Patrol Masters' website www.patrolmasters.com and use the online safelist procedures, or call (877) 648-0602 if you do not have online access.

- Enter the vehicle license plate # and city.
- Click next.
- Click on the association name, which will appear on the next screen.
- Enter mandatory safelist code
- Fill in your authorization information, if repeat user.
- If new user, click on "I do not have an account" and create your own account.
- Update your information, if repeat user.
- If new user, you will have to enter additional information.
- Enter the vehicle information, if you are safe listing for the first time, then click next.
- Select the dates you would like to safelist by clicking on the calendar and click on safelist.
- You will see the confirmation number, which will confirm your transaction.
- If you do not get a confirmation number, then your vehicle is NOT on the safelist and is subject to towing.

Any vehicle parked after 12 a.m. in the common area (not safe listed or permitted) will be cited or towed, subject to the Association's permit Rules.

Safelist is primarily designed for guest vehicles only.