

Towns of Forest Hills Homeowners Association, Inc.
% Cavalier Management, Inc.
P.O. Box 370
Dumfries, VA 22026
Office. 703-221-8890 Fax. 703-441-0541
jilliancavaliermgmt@gmail.com

OWNER VEHICLE REGISTRATION FORM

Lot Owner(s) Name: _____
Mailing Address: _____
Property Address: _____
Phone # (OWNER): (H)_____ (W)_____ (C)_____
Phone # (TENANT): (H)_____ (W)_____ (C)_____

Is this Property a Rental Unit? YES NO

List ALL persons listed on the lease:

Complete list of ALL vehicles kept on Towns of Forest Hills HOA Property.

(NOTE: Only two vehicles are allowed to park in designated spaces at any given time. Any additional vehicles, not using a Visitor Pass, must park outside of the community, or they will be subject to tow at the owner's expense.)

VEHICLE 1:	TAG#_____	MAKE_____	COLOR_____	YEAR_____
VEHICLE 2:	TAG#_____	MAKE_____	COLOR_____	YEAR_____
VEHICLE 3:	TAG#_____	MAKE_____	COLOR_____	YEAR_____
VEHICLE 4:	TAG#_____	MAKE_____	COLOR_____	YEAR_____
VEHICLE 5:	TAG#_____	MAKE_____	COLOR_____	YEAR_____

One (1) visitor pass will be issued per lot at no charge.

Replacement visitor passes will be provided at \$25.00/pass, provided the damaged pass is returned or a written statement is provided regarding the loss of the original pass.

VISITOR PASSES ARE NOT TO BE USED FOR VEHICLES OCCUPYING THE SAME VISITOR SPACE FOR MORE THAN 72 HOURS.

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PARKING REGULATIONS

Effective, June 1, 2010:

- ❖ Any vehicle occupying a marked "guest" parking space must display a valid visitor pass. Each Unit is allotted one (1) visitor pass.
- ❖ Dominion Wrecker, the towing company, will begin patrolling the community.

The following infractions will require immediate towing of a vehicle:

1. Parking in a Fire Lane
2. Vehicles occupying the same visitor space for more than 72 hours
3. Abandoned/Junk Vehicles
4. Vehicles with expired (over 30 days past due) or no license plates, will be tagged first and towed on second occurrence.
5. Vehicles with expired inspections (over 30 days past due) will be tagged first and towed on second occurrence.
6. Vehicles parked on grass or curb.
7. Double parked vehicles.
8. Vehicles without visitor permits.
9. Resident vehicles parked in visitor spaces.
10. Inoperable or wrecked vehicles will be tagged first and towed on second occurrence.
11. Vehicles parked in a "no parking" zone.
12. Any resident may have an unauthorized vehicle removed from their parking spaces by calling Dominion Wrecker and providing a signature on the tow ticket.

If passes are lost, you may obtain a replacement pass at a cost of \$25.00 per pass, provided the damaged pass is returned or a written statement is provided regarding the loss of the original pass.

Towing is strictly enforced. By signing below, you acknowledge that you have been made aware of the parking regulations that govern The Towns of Forest Hills HOA community, and you hereby acknowledge receipt of the Visitor Parking Pass.

Property Address: _____
Signature: _____
Print Name: _____
Telephone#: _____
Date: _____

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TENANT INFORMATION SHEET

PROPERTY ADDRESS: _____

NAME OF OWNER: _____

ALTERNATE ADDRESS
OF OWNER: _____

OWNER
PHONE NUMBER: _____

NAME OF TENANTS: _____

TENANT(S)
PHONE NUMBER: _____

HAS THE TENANT RECEIVED A COPY OF THE COMMUNITY'S RULES AND
REGULATIONS? YES NO

DATE OF RENTAL LEASE AGREEMENT: FROM _____ TO _____

TENANT SIGNATURE: _____

DATE: _____

All information given is to be used by Cavalier Management, Inc. for Property Management purposes only.