

November 15, 2016



Dear Allegro Resident,

Patrol Masters is pleased to announce our appointment as your new Parking Patrol Service and have been contracted to provide parking rule enforcement. 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. Please check the parking rules for your community to ensure you are in compliance.

Our patrol officers are educated in the latest methodologies and are trained to conduct thorough inspections as directed by your Board.

Please contact Patrol Masters for the following:

- » To obtain a parking permit to park in common area (must park one vehicle in the garage)
- » To report vehicles illegally parked in Fire lanes, in front of garages, or other inappropriate areas.
- » Safe list your guest's vehicle
- » For all parking issues

We have enclosed the Allegro Parking Permit Program and Procedures along with a copy of the Allegro, Parking Permit Registration Form and the Parking Permit Agreement. Please review these documents carefully.

To obtain your new parking permit, please send the requested paperwork and application to Patrol Masters via mail, fax or online. Once approved, your permit will be mailed to you. (More information in this document). Failure to properly display the new Patrol Masters parking permit beginning December 15, 2016, will result in a citation and then subsequent removal of the vehicle from the community at the vehicle owner's expense.

ALL VEHICLES PARKED IN THE COMMON AREA MUST HAVE THE NEW PATROL MASTERS PARKING PERMIT DISPLAYED BEGINNING DECEMBER 15, 2016.

Should you have any questions regarding Patrol Masters' services or the contents of this packet, please feel free to call us at (877) 648-0602, or visit our website at www.patrolmasters.com.

We look forward to working with you.

Sincerely,
Patrol Masters, Inc.

Corporate Office: 1651 E. 4TH, Ste. 150, Santa Ana, CA 92701
Temecula Office: 28441 Rancho California Rd #105 Temecula, CA 92590
Coachella Office: Indio, CA 92203
Ph: 877-648-0602 • 714-648-0842 Fax
www.patrolmasters.com

SAFE LISTING:

Enclosed is a letter with a safelist code that has been assigned to your unit. You must use this code when safelisting a vehicle.

If you have a guest staying between the hours of 12:00 a.m. to 6:00 a.m., you will need to place that guest vehicle on the safe list. To Safe list your guest vehicle; please have your safelist identification code available and call (877) 648-0602. (*Live operator 24 hours a day*) or visit Patrol Masters' website www.patrolmasters.com and use the online safelist procedures.

Each address is allowed a maximum of 15 overnights for guest vehicles in a 90 day rolling time period. This can be 15 nights for the same vehicle or a total of 15 nights for different vehicles.

Please note that extended safelisting may require management/Board of Director approval.

Prior to calling, the following information is required:

- ✓ Safelist identification code
- ✓ Address
- ✓ Name of resident
- ✓ Phone number
- ✓ Make, model, and color
- ✓ License Plate
- ✓ Last 7 of the VIN (if no license plate)

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.

ALLEGRO HOA

Parking Permit Program Requirements and Procedures

AUTHORIZED RESIDENT PARKING PERMIT REQUIREMENTS POLICIES & PROCEDURES:

If you qualify under ALL of 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. All Allegro residents 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 registration. Must be valid with the state of California DMV.
3. Vehicles with authorized permits **MUST** be driven on a regular basis with current DMV registration to a specific Allegro address. Receiving a permit does not allow for storing the vehicle in common area. Vehicles must be moved to another space every 72 hours.
4. Vehicles registered for off-road use only, watercrafts, trailers, recreational vehicles, commercial vehicles, and other prohibited vehicles as stated in the Rules do not qualify for participation in the Parking Permit Program as they are not allowed to be parked in the Community at any time.
5. Oversized vehicle – A garage inspection is required in cases where the resident contends the subject vehicle does not fit safely into the garage. Patrol Masters can perform the inspection for a fee of \$25.00 or a Board member will perform the inspection for free.
6. A parking permit to park in the common area does **NOT** guarantee a parking space. All parking spaces are available on a first come – first served basis.
7. **To be valid, your permit MUST be hung on your rear view mirror and clearly visible from outside the vehicle.**
8. Unit Owners must be current on all monthly dues at all times to be eligible to receive a permit.
9. 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.
10. Lost or stolen permits will be replaced by Patrol Masters at \$50.00 (to the association). Those reported lost or stolen will immediately be hotlisted and any vehicle displaying them will be subject to immediate tow.

Number of permits you are eligible for:

- **If you have one vehicle you must park in the garage and do not qualify for a parking permit, therefore you need not apply for one.**
- **2 licensed drivers and 2 vehicles registered to Allegro Address = qualifies for one (1) permit**
- **3 licensed drivers and 3 vehicles registered to Allegro Address = qualifies for two (2) permits. The 2nd permit fee is \$100.00.**

When determining whether or not a permit may be issued, the following vehicle types are NOT permitted to park within Allegro at any time.

- Vehicles out of current registration;
- Vehicles that are non operable or registered as non-operating;
- Commercial vehicles.
- Vehicles which are registered but not street legal (off road vehicles);
- Recreational vehicles (see definitions in this document).

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

- » Construction Racks
- » One ton or more
- » Gates, or lifted gates
- » Flatbeds
- » More than two axles
- » Vans or buses designed for commercial use.
- » Any vehicle containing exterior equipment or apparatus (i.e. ladders, ropes, tools etc.) used in performance of a business.
- » Extended length Vans

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
- » Cab-over campers

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:

1. Completed forms:
 - a. Parking Permit Registration Form (Pg. 5)
 - b. Permit Request Agreement (Pg. 6)
2. Proof the resident lives on site.
 - a. Current vehicle registrations showing resident name and Allegro address.
 - b. Driver's License showing Allegro Address
 - c. If a recently purchased new or used vehicle, a copy of the top of the Sales Contract (yellow) showing:
 - I. Resident's name and Allegro address.
 - II. Vehicle VIN number.
 - III. If vehicle has a license plate, write it on this form.

The above documentation, in its entirety, must be submitted by U.S. Mail, Fax or E-mail to the following:

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 permits 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.

Once approved, to be valid, your permit will be mailed to you and **MUST be displayed on the rear view mirror.** The parking permit must be clearly visible from outside the vehicle.

ALLEGRO HOA PARKING PERMIT REGISTRATION
 RETURN THIS FORM TO PATROL MASTERS, NOT PROPERTY MANAGEMENT

*Denotes Areas to be filled out by Patrol Masters

OWNER INFORMATION	TENANT INFORMATION (If Applicable)
Name	Name
Address	Address
Unit	Unit
Home Phone	Home Phone
Cell Phone	Cell Phone
Email address	Email address

VEHICLE #1

Vehicle Registration & DL Provided with Allegro address: () Yes () No			Year:
Plate:	Make:	Model:	Color:

VEHICLE #2

Vehicle Registration & DL Provided with Allegro address: () Yes () No			Year:
Plate:	Make:	Model:	Color:

VEHICLE #3

Vehicle Registration & DL Provided with Allegro address: () Yes () No () Yes () No			Year:
Plate:	Make:	Model:	Color:

OFFICE USE ONLY*

*Permit issued by:		Permit Received By:	
Date:		Date:	
*Garage Inspection Required? () Yes () No		Performed By:	
Date:	() Oversized		
*Replacement Pass? () Yes () No Replacement Fee? _____		*Pass # _____ *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.

Owner / Resident agree to inform any and all guests of the Associations parking rules and permit / safe listing policies.

The signature of any one Owner or tenant below binds all owners, residents and guests of the subject home/living unit.

It is clearly understood and agreed, that parking in violation of association rules may result in a towed vehicle without notice at the vehicle owner's expense.

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.

Any vehicle found with a permit that was not issued by Patrol Masters or has been illegally duplicated will be towed immediately without warning.

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.

Owner hereby agrees that any vehicle operator shall abide by all Association rules, the CC&Rs and all applicable parking and traffic laws at all times while any permitted vehicle is within the common area of the Association.

Parking permits 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.

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

Resident Signature: _____	Date signed: ___ / ___ / 201__
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