

CARLETON PARKING MANAGEMENT

TELEPHONE: (613) 720-5021

www.carletonparking.com

Dear Resident:

Illegal and improper parking is a constant irritant to all residents, as well as your guest. It is also a factor in your condominium's safety. Your safety and well being are uppermost in the minds of your condominiums management. City by-laws governing the use of fire lanes are also primarily concerned with making your condominiums safe and readily accessible in case of emergencies.

With these considerations in mind, the management of your condominium has placed all matters pertaining to parking under the supervision of **CARLETON PARKING MANAGEMENT (CPM)**. In this regard, the following parking policies have been reviewed by your management and will be enforced by **CPM**.

All visitors' vehicles must be parked in designated visitor parking areas. Guests staying between the hours of 1:00 a.m. to 7:00 a.m. **must register** their vehicles with **CPM**. **JUST CALL US or register online at www.carletonparking.com**. Be sure to give the address, license plate no. and the amount of evening the vehicle will be in visitor parking. Please be sure to advise your guests of this policy. Registrations are taken twenty-four hours a day seven days a week. **No vehicle may be registered for more than three (3) days in a seven (7) day period without making arrangements with your property management office.**

**DO NOT CALL YOUR MANAGEMENT OFFICE FOR REGISTRATIONS
OF THREE (3) DAYS OR LESS IN A SEVEN (7) DAY PERIOD
CALL CARLETON PARKING MANAGEMENT
AT (613) 720-5021**

VEHICLES WILL BE WARNED, TICKETED AND TOWED FOR THE FOLLOWING OFFENCES:

- A: failed to register vehicle in visitor parking between 1 a.m. and 7 a.m.
- B: portion of vehicle parked on lawn area.
- C: vehicle occupying more than one parking space.
- D: vehicle parked on roadway.
- E: portion of vehicle obstructing roadway.
- F: parking a vehicle with an expired VALIDATION sticker or no license plates.
- G: performing mechanical work on a vehicle.
- H: obstructing work crew EX. (Snow removal, paving, line painting, sweeping etc).
- I: parking in a space reserved for the physically disabled without a permit.
- J: unauthorized parking in a reserved parking space.
- K: RESIDENT or any unauthorized vehicle parked in visitor parking (this applies day or night).
- L: Commercial vehicles, vehicles larger than ½ ton on the property
- M: vehicles parking more then 3 days in 7 will be revoked for over registration, privileges will be revoked until authorized by the PM.

When a vehicle is illegally parked in your assigned parking space, if you wish said vehicle to be removed it is your responsibility to notify your local **POLICE** force or city **BY-LAW OFFICE**.

**REGISTRATIONS FOR VEHICLES PARKED BETWEEN 1:00 A.M. AND 7:A.M.
CALL (613) 720-5021 or online WWW.CARLETONPARKING.COM**

THIS POLICY IS NOW IN EFFECT!!!