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# VILLA SAVONA MAINTENANCE CORPORATION

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Date: July 18, 2012

Re: Vehicle Guest Parking Policy & Tags, Entrance Key and New Entry Code

Dear Homeowner:

The Board of Directors approved the following visitor parking rule at the July 6, 2012 board meeting:

*Any vehicle parked in a guest parking stall in the garage must display an authorized hang tag. Failure to display the authorized hang tag could result in removal of the vehicle at the vehicle owners sole cost and expense. For guests who will be parked over 48 hours, prior approval from the Board/parking Committee must be received in writing and forwarded to Management.*

This rule was necessary to identify vehicles parked in the Villa Savona guest parking spaces as it appears that guests of other buildings are utilizing the guest parking spaces at Villa Savona. These guest spaces are for the guests of Villa Savona and not the surrounding buildings.

We hope we can count on you to ensure that your guests place the enclosed parking tag in the front window of the vehicle when they are visiting Villa Savona for a prolonged period of time. While we realize this is not practical for someone who might be visiting for an hour we do hope that your guests who are visiting for longer period of time will display the tag in their vehicle. Please make sure they return the tag to you when they leave the property as we do not have replacement tags.

In addition, enclosed is a key that will open the entrance doors to the building. You should keep this key on your key ring in the event of a power failure as the fob system may not work and you will need the key to gain access.

Lastly, we will be changing the code for the entrance to the buildings effective August 31, 2012. The new code to enter Villa Savona will be: 2597. Please remember to notify any visitors to your unit of the new code.

Thank you for your assistance.

Respectfully,  
By direction of the Board of Directors  
**Villa Savona Maintenance Corporation**

Connie K. Vohden, CMCA®, AMS®, PCAM®, CCAM®  
Community Association Manager