

ROTCA Parking Passes

We now have parking passes for all units. All owners need to sign out a parking pass. They can be obtained at the Merritt Island management office. Please call to make an appointment due to covid19 safety protocols. If you choose to have your tenants obtain, please send an email to office@cloverkeyservices.com to authorize disbursement.

Please see the following rules and regulations regarding the parking passes.

- 1. All units have one “Assigned” parking space. This means 1 vehicle is permitted per unit.**
- 2. All vehicles must maintain a valid parking pass registered for those assigned vehicles. Parking passes must be hung from the rearview mirror while parked within the complex.**
- 3. If anyone is found parking in an incorrect assigned spot, this vehicle is subject to tow.**
- 4. Guest Parking is not allowed to be used for overnight parking. Vehicles will be subject to tow.**
- 5. Guest may use the guest parking spots or temporary parking and may not make excessive use of such guest parking. Guest parking is not to be used as overnight parking and will be subject to tow.**
- 6. Owners are ultimately responsible for the parking passes. Whether they are lost or stolen, replacements are \$15.00. If you have tenants, please make sure they turn them in on departure.**

Thankyou for your cooperation, if you have any questions or concerns, please call out office at 321-735-7624

ROAL OAKS TOWNHOUSE ASSOCIATION Parking Registration Form

PARKING PASS NUMBER

Date_____

Owner Name_____

(Given Pass to my tenant_____)

Vehicle Make_____

Model_____

License Plate Number_____

I have read over and understand the parking pass enforcement. I understand and will follow the enforcement procedures and always provide up to date information.

Owner_____

Tenant_____