

PARKING POLICY

Embassy Terrace Apartments

1 Parking permits will be required for residents at Embassy Terrace Apartments.

Vehicles without valid parking stickers parked in resident only areas will be subject to immediate towing without notice at owner's expense 24 Hours a day 7 days a week. Parking stickers will be provided at move in, one for each tenant on the lease, only if they have a vehicle. Parking stickers are to be placed in the front or rear window, passenger side facing outward. It must be plainly visible. Obstruction of view due to dirt, tinting, snow, etc is solely the risk of the owner of the vehicle. Tenants must register their vehicles with management including make, model color and license plate number. Stickers on unregistered vehicles are invalid and subject to towing.

- 2. Additional stickers will not be issued under any circumstances.** If you sell or otherwise dispose of your vehicle, you must remove the old sticker in order to get a new one and re-register your new vehicle with management. All parking stickers are numbered. Vehicles with invalid stickers (i.e. former tenants, disposed of vehicles, unregistered vehicles, etc) will be towed immediately at the owner's expense.
- 3. There is designated visitor parking only,** available in the rear of the parking lot clearly marked with signs. Please see the attached map for specific location of visitor parking. Vehicles without stickers will be able to park in these designated areas only. Management reserves the right to alter or remove visitor parking at its sole discretion. **If visitor parking is full, guests must find parking off premises on one of the adjacent streets and are subject to local parking ordinances.**
- 4. All Cars Must be Parked in a Valid, Striped Parking Spot.** Vehicles parked on grassy areas of any kind, or in no parking, fire lane or tow away zones will be subject to towing, with or without permit, without notice and at owner's expense. Do not park in the driveway or in throughways. Again, if you are not in a striped parking spot, you will be subject to towing 24 hours a day 7 days a week whether you have a permit or not. Vehicles deemed to be abandoned anywhere on the premises, including but not limited to missing license plates, expired license plates, in a state of disrepair, will be towed without notice 24 hours a day at the owners expense whether they have a valid permit or not.
- 5. Covered Carports are available for rent.** You must contact the office, sign a carport addendum and pay the required monthly fee. Parking is not allowed in a carport that is not properly registered to you and paid for by you. Owners of registered carports have the authority to have unauthorized vehicles towed from their carport. Please do not park in a carport that is not yours or you could be towed 24 hours a day 7 days a week without notice. If there is any question as to whether you have a carport, please contact the office.
- 6. This policy can be enforced 24 Hours a day, 7 Days a Week**

The contact information and location for T & J Towing is below. Any inquiries regarding towed vehicles can be directed to them at:

**T & J TOWING
1325 EAST MICHIGAN AVENUE
KALAMAZOO, MI 49001
269-349-4088**

**Embassy Terrace Apartments
3420 W. Main Street
269-342-1069**