

Dear Park Place of Itasca Homeowner,

In an effort to ensure fairness between all of our residents within the association we are revising the guest parking rules to ONLY be used for GUESTS. Currently each homeowner has four available spots available to them; two in their garage and two in their driveway, which should always be used before any other parking is considered. In circumstances where you need an extra spot temporarily, parking on the street is allowed in most areas throughout the complex (please look for signage where parking is prohibited). When overnight parking for a GUEST is needed the below form must be submitted to our management company. If overnight guest parking is needed for multiple days, please indicate the reason and number of days (dates).

Any overnight stays longer than 7 days requires approval from the Board and Management Company. Please be mindful that consecutive requests for the same vehicle will be logged and not permitted without approval, regardless of which guest parking spots are used.

In order to manage our GUEST parking we have created the below form which must be submitted to our management company. Please include the following details:

| | |
|-----------------|-------|
| Last Name | _____ |
| Unit Number | _____ |
| Vehicle Make | _____ |
| Vehicle Model | _____ |
| Vehicle Plate # | _____ |
| Vehicle Color | _____ |
| Date(s) | _____ |

Any Guest Parking without formal requests leaves the association no choice but to administer fines to the Owner of the property under which this violation has occurred, regardless if renter, tenant, friend, family or guest. Park Place of Itasca has adopted the fine policy from the Village of Itasca Chapter 72 Code of Ordinances. A fine in the amount of \$30 for each such offense, if paid within ten days, \$50 if paid after ten days but before 45 days, and \$100 if paid after 45 days.

If after 45 days vehicle/parking violations still remain the board would reserve the right to have the vehicle towed at the owner's expense and removed from the property. Any storage fees or legal fees would be subject to the Owner.

This form and/or any questions should be directed to Foster Premier at stillinghast@fosterpremier.com or (847) 459-1222.

Thank you for your understanding and cooperation in our Guest Parking procedures.

Park Place of Itasca Board of Directors