



Request Form for Vehicle Decal

Please complete one form per vehicle & provide a copy of the current vehicle registration. Please note: anytime your license plate number changes, please provide a copy of the new registration to PBM.

LOT OWNER {\$26} -OR-
 RESIDENT FAMILY MEMBER {\$26}
 I am requesting {check one box below):
 ___ A new decal for a vehicle currently without one;
 ___ A new decal as a replacement for one that is on my current vehicle;
 -OR- {no fee required for updating info}
 ___ To update the information on file for my existing decal no.: _____.

Name: _____ Neighborhood name: _____
 E-mail address: _____ Cell phone number: _____
 University Park Address: _____
 Vehicle in need of decal:
 Make _____ Model _____ Year _____ Plate no. _____ State _____ Color _____
 Vehicle to be removed {if applicable}:
 Make _____ Model _____ Year _____ Plate no. _____ Color _____ Decal no. _____

Return this form, along with a copy of the vehicle registration and **the \$26 fee** {checks should be made payable to UPCA} to Park Boulevard Management ("PBM") located at The Community Center, by one of the following methods {emails must be followed up with the fee before the request will be considered complete):

Email: PBM - pbm@upcai-fl.com

Mail: ATTN: Vehicle Decals
 8301 The Park Boulevard
 University Park, Florida 34201

Office Hours: Monday through Friday - 9am to 4pm

DECAL POLICY - The following policy was approved by the community association May 1, 2014

The undersigned understands and agrees that the applicant and any other individuals listed on this form shall comply with the rules and regulations of University Park Community Association, Inc. ("UPCAI"). **Applicant agrees to keep the association updated with vehicle and registration information in the event of any change.** If the applicant wishes to terminate the decal for any particular vehicle, the applicant must provide written notice to UPCA, 8301 The Park Boulevard, University Park, Florida 34201. It is estimated that any termination will require a minimum of seventy-two (72) hours' notice. Efforts to either grant or terminate a vehicle's decal are made as an accommodation to the applicant, and the association shall have no liability to any person for any injury or loss sustained as a result of granting or denying access to UPCA. All use of the access gates is made in accordance with the Declaration of Covenants, Conditions and Restrictions ("CCRs").

Please read and initial the applicable section below and then sign and date below the rules & regulations.

_____ LOT OWNERS: Lot owners may request up to two decals at no charge. **Additional decals may be purchased for \$26 each** by providing this request form & the vehicle registration. Each decal is registered to a specific vehicle. When obtaining more than one decal, please be sure that you complete a request form for each vehicle. Lot owner decals are activated for a term of five (5) years, at which time they will automatically deactivate unless renewed by providing a copy of the vehicle's current registration to PBM.

_____ RESIDENT FAMILY MEMBERS: **Approved family members may purchase decals for \$26** by providing this completed request form & the vehicle registration. Each decal is registered to a specific vehicle. When obtaining more than one decal, please be sure that you complete a request form for each vehicle. Family member decals are activated for a term of one year, at which time they will automatically deactivate unless renewed by providing a copy of the vehicle's current registration to PBM.

VEHICLE DECALS - RULES & REGULATIONS

Decals are to be affixed to the vehicle to which they are assigned by PBM staff & are non-transferable. Removal of a decal will de-activate the code and a new decal will be required. Decals should be kept clean and free of scratches or other damage. If your car is professionally waxed, build-up may occur, diminishing the operation of the sticker. Build-up can be gently removed with Dawn liquid dish soap. **If your vehicle receives a new license plate, it is your responsibility to provide PBM with a copy of the new vehicle registration.** Failure to do so may result in the deactivation of your decal. **WARNING: GATE ALLOWS ONE VEHICLE AT A TIME!** Gate arms operate with LED lights & only allow entry for one vehicle at a time. When gate arm is in full upright GREEN position, your vehicle is cleared to pass through the barrier. **DO NOT TAILGATE!** The gate arm lowers after each vehicle & the LED lights change to RED to notify the next driver that they are **not** clear to enter. Failure to allow the gate arm to fully recycle may cause it to strike and damage your vehicle. Any resulting damage to gate or vehicle is the responsibility of the vehicle owner.

By signing below, I acknowledge that I have read, understand and will abide by all Rules & Regulations set forth herein. I understand that any deviation thereof may result in losing the privilege to have a decal on my vehicle.

Date: _____ Signature: _____

THE FIELDS BELOW ARE FOR OFFICE USE ONLY

NEW DECAL NUMBER: 	DATE: _____ APPROVED BY {initial}:	VEHICLE REGISTRATION VERIFIED {initial when copied}:	FEE PAID - CHECK/CREDIT CARD {circle one} CHECK/REFERENCE NUMBER: _____
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