

Dear Homeowner:

Attached is your vehicle sticker application which allows you or your tenant to park on the Association's "fingers streets" and other "Condo I" off street parking areas overnight. With this parking permit you may also utilize any available parking on Hidden Creek Circle and connected parking bays. Please do not park on Emerald Bay or Brice Court.

The following information is important and should be reviewed prior to submitting your sticker application:

- A. A copy of your current vehicle registration showing the vehicle being registered to your Hidden Creek Condo I residence must be included with your application. NO SUBSTITUTIONS FOR THE VEHICLE REGISTRATION WILL BE ACCEPTED.
- B. Owners must have a zero outstanding balance on their assessment account in order to obtain parking stickers and guest passes. This includes late fees, fines, tickets and other charges that might have been assessed to your account. A copy of your current Homeowners Insurance must be on file with management. All landlords must have a current lease and current Village Rental License on file with the manager's office.
- C. No more than **two** stickers per address per year will be given to a residence due to the lack of extra parking spots and the large amount of vehicles at Hidden Creek. You are not required to have a sticker for vehicles parked on your driveways or in your garages.
- D. Stickers **are not** issued to commercial vehicles, non-residents, guests, motorcycles, campers, trailers or RVs.
- E. If your vehicle was sold or no longer will be parked on Hidden Creek I property you may transfer the old sticker with approval from ABC Property Managers.

- F. Stickers will be mailed to you and must be attached to your vehicles' windshield by the end of September.

Application directions are included with your sticker(s). Please follow directions carefully and do not skip any steps. Check to make sure your parking sticker(s) are affixed correctly. Check throughout the year to be certain they are still in place.

Sticker(s) are to be placed on front window, lower corner on the driver's side to be valid. Stickers are numbered and assigned to a vehicle. **Stickers are not to be moved from one vehicle to another. The sticker is not to be adhered to a piece of paper, plastic, or any other item. The sticker is to be placed directly onto the windshield so that it is not removable. Violators will lose their parking privileges, and are subject to immediate tow.** Parking areas requiring stickers are patrolled on a regular basis. The cost to recover a towed vehicle is fully the vehicle owner's responsibility. If you go on vacation it is up to you to make sure your vehicle, if parked on the street, is moved every 7 days.

For additional information please call ABC Property Managers at 847-985-4044.

Sticker applications with all supporting documents can be emailed to pampmgrs@aol.com or mailed to the management office at 1732 W. Wise Road, Schaumburg, IL 60193. **Please Note: Any application that is not complete will be returned to you.**

Stickers will not be given out at the office but rather mailed to the Hidden Creek residence once the information has been checked and recorded. Please do not wait until the last minute or you may not receive your new stickers by the deadline.

LANDLORDS: Your tenants are not receiving this letter. It is up to you as the owner to communicate with your own tenant and obtain the needed documentation and have it forwarded to our office.

Sincerely,

ABC Property Managers, Inc., Managing Agent
Hidden Creek I Condominium Association



PARKING STICKER REQUIREMENTS & GUIDELINES

- 1.) Only vehicles with a Hidden Creek Condo I vehicle sticker may park on the Hidden Creek Condo I streets or parking bays from **2am to 6am**. Vehicles without a CURRENT sticker are subject to tow without notice if parked on Condo I streets and parking bays from 2am to 6am.
- 2.) **Each unit is allowed to obtain up to (2) stickers if they are current with their homeowners association dues, late fees, fines, and other charges. All owners must have a current homeowner's insurance policy on file with ABC Property Managers. Landlords must provide current leases and rental licenses or stickers cannot be issued to your tenant/s.**
- 3.) Stickers are issued annually.
- 4.) Stickers are to be placed on the front window - lower corner of driver's side.
- 5.) Residents may obtain stickers by providing a current State of Illinois vehicle registration identification card. Vehicles must be **registered to Hidden Creek Condo I addresses and be current residents:**
 - a. New residents may obtain parking stickers for vehicle(s) by providing proof of vehicle registration and proof of residence in Hidden Creek I such as a Illinois drivers license and a utility (gas, electric, phone or cable) bill to the Hidden Creek Condo I address.
 - b. Parking stickers for newly purchased vehicles may be obtained by providing purchase agreement and application for state vehicle registration to a Hidden Creek Condo I address.
 - c. Only residents whose vehicles otherwise comply with other sections of Hidden Creek Condo I vehicle rules may obtain vehicle stickers.
- 6.) Unit owners may request a guest pass to allow guests to park for a reasonable period of time in the parking bays. Unit owners may request guest passes by sending in a letter or email requesting a pass and including the dates of visit, make and model of the vehicle and the license plate state and number. This letter should be either mailed or emailed to ABC Property Managers. Allow at least seven (7) business days to receive the visitor tag by mail OR you can pick it up at the management office during regular business hours.
- 7.) In the event of an emergency in which a vehicle with no vehicle sticker must be parked on the street or parking bay overnight, the managing agent must be contacted during **business hours** to request a "no tow." The managing agent may inform the towing company not to tow the vehicle for a period of time considered reasonable. Otherwise, the vehicle must be parked in the unit's driveway or garage or removed from Hidden Creek Condo I.

8.) Vehicles with Hidden Creek Condo I vehicle stickers are still required to follow all other Hidden Creek Condo I parking rules. Note: **Commercial vehicles can not be parked on the street.** There is an 8000 lb weight limit on vehicles allowed to park in Hidden Creek Condo 1.

9) Brand new residents may obtain a parking sticker for vehicles by providing proof of residence in Hidden Cree Condo 1 such as an Illinois Drivers License, a copy of a lease, a utility bill.

10) Parking stickers for newly purchased vehicles may be obtained by providing purchase agreement and application for State of Illinois vehicle registration to a Hidden Creek Condo 1 address.

11) **Absolutely no sticker swapping.** Stickers are issued to a particular vehicle and must be on that vehicle or your vehicle is at immediate risk of being towed. No selling or borrowing your parking sticker/s to anyone else in the complex or to any guests. Anyone caught “sharing stickers” will lose parking privileges.