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**Coopérative d'habitation St. George's Housing Co-operative Inc.**

10 Henderson Avenue Ottawa, ON, K1N 7P1

Telephone/téléphone: (613) 565-0105 Fax/télécopieur: (613) 565-3003

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**Parking Policy**

Dear Member(s),

- \* Here is your new parking permit. You will notice that the number is the same as the number of your spot.
- \* Please keep this permit on the front right (passenger side) of your dashboard.
- \* It must be visible for the security committee to see. If you do not have this permit visible your car could be towed from the spot it is in.
- \* Please do not park in another member's spot or a vacant spot without getting permission from the office. Any car parking in the staff spots during the day, evening or weekends could be towed.
- \* For security reasons please do not loan your permit to anyone, non-members who park in co-op spots without permission from the board will be towed.
- \* If you are changing vehicles please contact the office.
- \* Parking for members is \$40.00 a month indoors, \$30.00 a month outdoors.
- \* Parking for long-term guests and external people is \$50.00 a month.  
Interior spots are available only to co-op members.
- \* Please notify the office five (5) days before the 1st of the month if you are cancelling your parking spot. Otherwise, you will be responsible for that month's parking charges.
- \* All parking spots are allocated through the office only. Payment may be made by cheque or money order only.
- \* Members have priority for one spot only. A second spot will be given if there is a surplus of spots. Members will be given one month's notice if their second spot is going to be reassigned.
- \* Members who park outside must help keep the parking spots and driveways clear of snow.
- \* No major repairs may be made to cars in the parking spot. (Cars must be operable, not on blocks etc.)
- \* Cars leaking oil, fluids, or gas must be repaired immediately or removed from the parking garage.
- \* The parking garage is not to be used for storage space.

If you have any questions regarding your rights and responsibilities please call the office at 565-0105 and either the coordinator or a board member will contact you.

Remember, there are no visitors' spots at St. Georges. If you need temporary parking please contact the office.