

Reserved Unreserved
 Individual Account Group Account

Card # _____

Armstrong Car Park

400 Third Street SE
Cedar Rapids, IA 52401

Monthly Parking Agreement

Applicant Information

Bill To Bill To
Name (First, MI, Last): _____ Employer: _____
Home Address: _____ Employer Address: _____
City, State, Zip: _____ City, State, Zip: _____
Home/Cell Phone: _____ Employer Phone: _____
Email: _____ Email: _____
License Plate #: _____ Make: _____ Model: _____ Year: _____

Monthly Parking Rules & Regulations

Monthly parking fees are due by the 10th day of each month. Mailed payments must be received on or before the 10th day of each month. If parking fee is not paid by the due date, parking privileges will be subject to cancellation. Returned checks or non-sufficient funds may result in the imposition of penalties and cancellation of parking privileges. Please include your account number on all payments. Make checks payable to Armstrong Car Park at **222 Third Avenue SE, Suite 299; Cedar Rapids, IA 52401.**

Office Hours: 8:00 AM – 5:00 PM Monday through Friday Phone: (319) 364-6533 After hours emergency: (319) 364-6533

Prorated rates are only available to new tenant parkers in the first month. **There are no refunds.**

Permits provided must be affixed by the applicant and hang on the vehicle's rearview mirror with the number facing out. It is the Applicant's responsibility to make sure the permit is visible. Parking citations will be issued if no permit is visible as required herein, and vehicle may be towed. Invalid or outdated permits must be removed and returned to Armstrong Car Park.

Transfer of parking spaces is prohibited; subleasing of parking spaces is prohibited. Transfer or subleasing will result in revocation of parking privileges. In addition, vehicle may be ticketed and towed. Armstrong Car Park reserves the right to confiscate parking permits for violation of any of these rules and regulations.

Cancellation of parking agreement, by either party, must occur before the 1st business day of the month, or the applicant will be responsible for that month's fee. To cancel monthly parking, applicant must notify Armstrong Car Park in writing and return both the hang tag and access card. Failure to do so may result in additional fees, towing, and parking violation tickets.

Parking Instructions

- 1) Applicant agrees to follow instructions of posted signage.
- 2) Speed limit in parking facilities is 5 miles per hour, or as posted.
- 3) Backing into stalls is prohibited.
- 4) Parking is allowed only within lines of stalls. Compact stalls are for compact vehicles only. Parking violation tickets will be issued for improper parking.
- 5) Unauthorized parking in reserved stalls is prohibited. Violators will be ticketed, and vehicles may be towed at vehicle owner's expense.
- 6) **Armstrong Car Park Inc. is not responsible for damage to vehicles or theft of valuables left in vehicles.**
- 7) Smoking, loitering, and possession or consumption of alcoholic beverages is prohibited in the parking facility.
- 8) Unauthorized services such as, but not limited to, mechanical repairs; tune-ups; oil changes; window tinting; phone, stereo, or car alarm installation; washing; detailing; etc. are not permitted.
- 9) Applicant must notify Armstrong Car Park should applicant information or vehicle information change.

No Armstrong Car Park employee can modify or waive any terms of this agreement without management approval. By signing below, applicant agrees to all terms and conditions of this Agreement.

Applicant Signature or Date
Company Authorized Representative (Group Accounts only)

Approved by (Armstrong Car Park Inc.) Date

Effective Date: _____

Cancellation Date: _____