

S O L S T I C E

VEHICLE RFID STICKER APPLICATION FORM

The information contained in this form is confidential and shall be used exclusively for the above-stated purposes. Under no circumstance shall Solstice Towers Condo Corp. be liable for any illegal or unauthorized use of the information contained herein.

APPLICANT'S DATA

Name:	Contact No/s:	Date Applied (m/d/y):
Applicant is: ☐ Owner ☐ Tenant ☐ Authorized Occupant	Unit No. / Tower:	Slot No/s:

VEHICLE DATA

No.	Type	Brand	Model	Year	Color	Plate No.	Assigned Slot No.

REQUIRED DOCUMENTS

For Registered Parking Slot Owner:	For Non-Owners of Parking Slot:
For New Application: ☐ Photocopy of Vehicle's Certificate of Registration, and ☐ Photocopy of Official Receipt	Photocopy of: ☐ Vehicle's Certificate of Registration, and ☐ Official Receipt Authorization from Parking Slot Owner: ☐ Notarized Lease Agreement (if Tenant) ☐ Endorsement letter (if Guest)
For Renewal: ☐ Photocopy of Official Receipt	

RULES AND CONDITIONS

- Validity:** The car sticker/s issued shall be valid for one (1) year (January 1 to December 31)
- Processing Period:** Maximum of three (3) working days upon receipt of documents
- Posting of Sticker/s:** Vehicle sticker/s must be posted by the assigned Security Guard
- Outstanding Balances:** Unpaid dues, water and other accounts must be settled at the Administration Office before the sticker can be issued
- Replacement of Sticker/s:** If the sticker was damaged, Applicant or Unit Owner may request in writing for replacement, subject to the rules and conditions on posting of stickers. Replacement fees will be collected.

APPLICANT'S UNDERTAKING

I shall hold Solstice Towers Condo Corp. free from liability from any untoward incident, injury, and damage that may occur arising from or use of the sticker/s within the building. The issuance of the sticker/s does not carry acceptance or liability on the part of Solstice Towers Condo Corp.

I hereby bind myself and whoever I authorize to drive my vehicle to follow all rules and regulations of Solstice Towers Condo. Corp. as stated in the House Rules, Master Deed, and Declaration of Restrictions. Upon sale of my vehicle/s or transfer of ownership, I commit to inform the Administration Office in writing not later than the date of sale or transfer of ownership of the same for the purpose of canceling the sticker/s issued corresponding hereto, and shall undertake to physically remove the sticker/s issued to such vehicle/s.

Submitted by:

Endorsed by:

Applicant (Signature over Printed Name)

Unit Owner, if Applicant is a Lessor
(Signature over Printed Name)

Verified by:

Approved by:

Administrative Asst. (Signature over Printed Name)

Property Manager (Signature over Printed Name)

FOR ADMINISTRATION USE

Sticker No/s	OR# Issued	Posted by:	Date (m/d/y):
		SG _____	

Vehicle RFID Guidelines

1. Vehicle RFIDs may be applied at the Solstice Towers Administration Office, Mondays-Fridays (8am-5pm) & Saturday (8am – 12 noon), except Sundays and Holidays.
2. Only owners with appurtenant parking or residents with valid rented parking slots are eligible to avail of the vehicle RFID.
3. Fee for Vehicle RFID are as follows:
 - a. Unit Owners
First: Free
Succeeding: Php500/RFID
 - b. Tenants/SPAs/Others
First: Php500
Succeeding: Php500/RFID, maximum of 4 vehicles.
4. Requirements for the Application of Vehicle RFID
 - a. New Application
 1. Application Form
 2. Photocopy of the Official Receipt (OR) & Car Registration (CR) of the vehicle
 3. Authorization letter from unit owner if applicant is not the owner of slot
 4. For rented parking slots, a copy of the lease agreement and showing validity date.
 - b. Renewal
 1. Application Form
 2. Authorization letter from unit owner if applicant is not the owner of slot
 3. For rented parking slots, a copy of the lease agreement and showing validity date.

Note: RFIDs for renewed application will not be replaced but will be processed for renewal of parking access, unless RFID has been deemed damaged or unreadable.

1. Validity
 - a. Yearly from January 1 to December 31.
 - b. Upon selling or disposition of the apportioned parking slot
 - c. Upon termination of residential unit and/or parking slot lease agreement

Fines & Penalties

1. Tampering or transferring of vehicle RFID to another car shall be charged a fine of P2000.
2. Illegal parking or parking in a slot other than the assigned slot shall be subject to wheel clamping and/or a fine. Wheel clamp shall be removed upon payment of Php1000 fine payable to the condominium corp.
3. Cars/vehicles that are illegally parked for more than a month shall be subject for towing. Owners of towed vehicles shall pay the cost of towing and the Php5000 illegal parking fine per month of stay.