

SHAKERWOOD HOMEOWNERS ASSOCIATION

DECAL AND GUEST PASS PROCEDURE Rev. 3/1/2022

Two (2) Homeowner Decals or Two (2) Tenant Hangers and one (1) Guest Pass (Hanger) per unit. Guest Pass is valid for 6 months only. Note: All vehicles must be roadworthy per Florida statutes.

Parking decals and hangers can be issued/purchased at the GRS Community Management offices located at: 3900 Woodlake Blvd. Suite 309 Lake Worth, FL 33463, (561) 641-8554. Office hours are Monday-Friday 9:00am-5:00pm

Homeowner Decals – First two (2) owner decals are free; any replacements will be \$25 each. Place the decal on the front passenger side of the windshield approximately 6"-8" up from bottom of window.

- Parking Application Form needs to be filled out
- Current and Valid Vehicle Registration and Proof of Insurance
- Valid Photo ID or Driver's License
- Copy of the warranty deed
- With a sharpie marker write the unit # on sticker

Tenant Hanger Tags - \$25 deposit each hanger tag; (refundable at the end of lease)

- Parking Application Form needs to be filled out
- Copy of current lease. Must be on file
- Copy of Valid Photo ID
- **\$25 check or money order** made payable to the Shakerwood Homeowners Association
- **DO NOT WRITE NAME ON TENANT HANGER TAG, ONLY THE UNIT # AND THE LEASE EXPIRATION DATE ON THE LEASE**
- **Lease Renewal-** MUST TURN IN OLD HANGER TAG WITH UPDATED LEASE IN ORDER FOR DEPOSIT TO TRANSFER, OTHERWISE ANOTHER \$25 FEE APPLIES.

Guest Pass (Hanger) - \$25 deposit (good for 6 months can be refunded or renewed for another 6 months- MUST TURN IN OLD HANG TAG IN ORDER FOR \$25 DEPOSIT TO TRANSFER, OTHERWISE ANOTHER \$25 FEE APPLIES. It can be transferred from one vehicle to the other)

- Parking Application Form needs to be filled out
- Valid Photo ID of Unit Owner or Tenant. **Note: Tenant must be listed on Lease**
- **\$25 check or money order** made payable to the Shakerwood Homeowners Association
- **Note: Only write the unit number and the expiration date (6 months from day of purchase)**
- **Guest Parking use is limited to 3 days or 72 hours of continuous use by a vehicle using a guest spot. Anything longer will need written approval from the Association. Failure to follow this will result in towing of the vehicle**