

WALNUT CREEK CENTER

BUILDING & PARKING ACCESS APPLICATION

100 & 200 Pringle Avenue
Walnut Creek, CA 94596

FACILITY: (check one)

- ONE WALNUT CREEK CENTER
(100 Pringle Avenue)
- TWO WALNUT CREEK CENTER
(200 Pringle Avenue)

Email completed application to: WCC@DouglasParking.com

APPLICATION FOR: (check all applicable boxes)

- Building Access New Account Terminate cards _____
- Fitness Center * Add To Existing Account :
Account #: _____
- Bike Room Update Information on Existing:
Card/Account #: _____
- Parking Access ** Replacement for (Lost/Broken Card) Card #: _____

BILLING METHOD

- Individual Account
Please check here if you will be paying through WageWorks
- Company Account
- Other: _____

* **FITNESS CENTER PRIVILEGES:** "Fitness Center Use Agreement and Realease of Liability" must be sign and submitted along with this application for this privilege to be granted.

** **PARKING PRIVILEGES:** The issuance of a monthly access to the customer identified below ("Customer") constitutes permission to park the vehicle(s) identified below in the "Garage" subject to the terms and conditions specified in this Application. Acceptance of Customer's Application and the extension of monthly parking privileges to Customer are on condition and with express understanding that MANAGEMENT will not be responsible for damage to Customer's vehicles or for personal property left in the vehicle. **PLEASE READ BACKSIDE FOR FULL RULES AND REGULATIONS**

APPLICANT INFORMATION

FIRST NAME		LAST NAME	
COMPANY NAME (if billed to company account)			
BILLING ADDRESS	STREET	CITY	STATE ZIP-CODE
DAYTIME PHONE	EVENING PHONE	EMAIL ADDRESS (FOR MONTHLY INVOICES)	

VEHICLE INFORMATION

	MAKE	MODEL	COLOR	LICENSE PLATE #	STATE	HEIGHT	ELECTRIC ?
1							<input type="checkbox"/>
2							<input type="checkbox"/>
3							<input type="checkbox"/>

Only one vehicle is permitted to park at a time. Multiple vehicles will be charged the daily rate as posted.

Customer acknowledges that Customer has read and understands all terms and conditions of this application as specified on the "Terms and Conditions" page attached to this application and accepts the terms and conditions to the parking privileges granted.

CUSTOMER SIGNATURE: _____

DATE: _____
MM / DD / YY

FOR OFFICE USE ONLY

Key card #: _____ <input type="checkbox"/> OWCC: A B C <input type="checkbox"/> Bike Room <input type="checkbox"/> TWCC: L U <input type="checkbox"/> Fitness Center <input type="checkbox"/> Building & Parking Access <input type="checkbox"/> Building Access Only <input type="checkbox"/> Parking Access Only	Billing Rate: \$ _____ <input type="checkbox"/> Leased - Base <input type="checkbox"/> Over Allotment <input type="checkbox"/> Non - Tenant	Efective Date : _____ / _____ / _____ <small>Month Date Year</small> Billing Entry: _____ / _____ <small>Month Year</small> Termination Date: _____ / _____ / _____ <small>Month Date Year</small> BY: _____
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TERMS AND CONDITIONS TO MONTHLY PARKING AND BUILDING ACCESS PRIVILEGES

1. This is a license to park one vehicle in the Facility described within the Application. NO BAILMENT IS INTENDED OR CREATED IN THIS GRANT OF MONTHLY PARKING PRIVILEGES.
2. Except for loss attributable to the gross negligence of Garage Management, GARAGE MANAGEMENT, PROPERTY OWNER, AND THE PROPERTY MANAGEMENT WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY LOSS OR DAMAGE TO CUSTOMER'S VEHICLE OR THE PERSONAL PROPERTY LEFT IN THE VEHICLE from Fire, Theft, Collision or any other form of damage or loss occurring while the vehicle is in the Garage.
3. Monthly parking charges are payable in advance and due on the 1st day of the month. A grace period of 5 days is granted whereby all payments must be received by 5:00 pm on the 5th day of each month in the 100/200 Pringle Parking Booth or 1330 BROADWAY, SUITE 630, OAKLAND, CA 94612.
If payment is not received as specified, an automatic **CARD LOCK-OUT** is programmed into the parking control system and a **\$25.00** late fee will be charged for re-activation.
4. All accounts set up prior to the 15th of the month will be charged the full monthly rate. All accounts set up after the 15th of the month will be pro-rated 50% of the full monthly rate.
5. Monthly Parking **terminations must be provided thirty (30) days in advance.** Cancellations made prior to the 15th of the month will be charged 50% of the full monthly rate. Cancellations made after the 15th of the month will be charged the full monthly rate.
6. Lost or damaged access cards must be reported to Parking Management immediately. A \$25.00 replacement fee will be charged (must be paid upon delivery) for a replacement of a lost or damaged card.
7. Use of the monthly access card by person(s) other than the designated user may result in cancellation of parking privileges. Exchanging vehicles or operating more than one vehicle per card will result in confiscation of the card and immediate termination of the parking privileges. Extended storage of vehicles is not permitted. A vehicle must exit the Facility daily. Vehicles left in the Facility for longer than one week shall be considered abandoned and shall be subject to legal process which may include (a) lien sale proceedings; (b) removal from garage at vehicle owner's expense; (c) vehicle boot, (d) small claims court proceedings and/or (e) proceedings under sections 10652 of the California Vehicle Code.
8. To park in the facility, the access card must be used in one cycle (one entry-one exit). If used out of sequence, the card will not operate the entry/exit gate. The gate must be lowered completely before attempting to use the card. If the card is used when the gate is up, a malfunction may occur, and the card may not raise the gate on the next attempt for access. Do not wave the card in front of the reader; hold the card in front of the reader until the gate lifts.
9. Monthly card holders may park in any space except those designated for disabled, reserved and restricted areas.
10. Customer agrees to follow the instructions of garage personnel and/or posted signage.
11. This application constitutes the entire agreement between the Property and Customer for monthly parking privileges. Except for a written agreement signed by the Garage Manager, no attendant or other person working in the Garage has authority to alter the terms and conditions set forth in this Application.

Payment Options:

1. To pay with a credit card, please log onto www.douglasparking.com/epay

Your parking account number is located on the top right-hand corner of your invoice.
Your default password is also your parking account number.



Account	DMS99	STEVE
Invoice	559196	Total Due: (\$1.00)
Invoice Date	10/20/2017	Parking for

Prior Month Items:

Once logged in, you will be prompted to change your password. There are 2 options for payments: you can set up recurring payments ("Pay Online", option 1) or you can make a one-time payment ("Pay Online", option 3).

2. To pay with ACH payments, please use the following information:

Bank of America
Routing Number: 121000358
Account Number: 3250 7709 7983
Remittance email: Jennifer@douglasparking.com