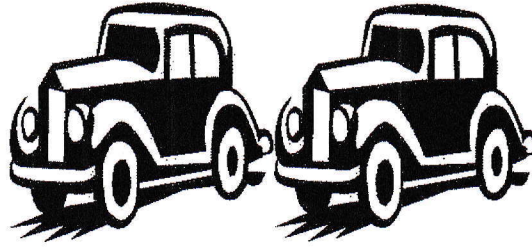


HERITAGE SQUARE HOMES ASSOCIATION



Dear Homeowner:

Enclosed please find one (1) assigned visitors parking tag. Starting January 15, 2024 any vehicle parked in the designated visitor parking spaces must display a visitor's tag. Any vehicle parked in these designated spaces that does not display a Visitors Tag will automatically be towed. Remember visitor parking spaces are for the use of visitors only.

Should you have a visitor/ guest and they would like to park in the visitor's space you will need to provide them your Visitor Tag. They will need to display the tag on their rear-view mirror during the time they are parked in any of the designated visitors parking spaces. It is your responsibility as the homeowner to get your tag back from your visitor/ guest (s) when they leave.

Should your visitor tag have to be replaced because it is lost or stolen, a fee of \$50.00 will be charged for each replacement "visitor tag". **These tags will not be issued until the \$50.00 fee is received.** Any homeowner wishing to purchase a replacement Visitor Tag may do so by filling out a request form and returning it with your money (\$50.00) to the office of American Management of Virginia, 7900 Sudley Road, Suite 600, Fairfax, Virginia 20109. Make your check payable to Heritage Square Homes.

These tags are only being provided to the **homeowners**, if you have a tenant/renter in your unit it is your responsibility to provide the enclosed parking tag to your tenant/renter and advise them that if their visitor/ guest parks a vehicle in the visitor's areas they must display a visitor tag or the vehicle will be towed. Should you not provide the Visitor Tag to your tenant/renter and their visitor/guest(s) are towed the Association will bear no responsibility to reimburse your tenant for the towing cost. There will not be any exceptions. It will be your responsibility as the homeowner to make any reimbursements for towing to your tenant/ renter should you not provide the visitor tag to them.

Towing of vehicles from the Visitors spaces in your community will be enforced on a daily basis. Please read the Policy Resolution 07-13 relating to Motor Vehicles and Parking which can be found on the Heritage Square Homeowner's Association website.

Thank You,

A handwritten signature in black ink, appearing to read "Amanda Stevens". The signature is stylized with a large, looped 'A' and a cursive 'S'.

Amanda Stevens, CMCA®, AMS®
Senior Community Manager