

2016 Parking Sticker Acquisition Process

To obtain your new 2016 parking sticker(s), please CAREFULLY follow the following process:

1. You must come to the Club House during your designated time(s) to obtain your new 2016 parking sticker(s).
2. Bring each vehicle's registration to show proof vehicle belongs to a valid resident AND proof of identification (license). Vehicle registrations will be copied and kept on file. Only 2 vehicles are allowed per unit per Declaration (document found on website). A copy of the Declaration 2-vehicle rule will be present when obtaining your sticker(s) for you to review.
3. Bring a completed 2016 unit information form (fully filled in by unit owner) along with your vehicle registration(s). Unit information forms can also be found on the website (www.OakBridgeNH.org under "documents") or in the Club House Library. If you have a dog, you must also bring your dog license paperwork so we can insure each dog is up-to-date with shots and is registered with the City of Concord and the Association. TENANTS: must bring a copy of your lease!
4. You will be asked to sign for each 2016 parking sticker received. Parking stickers will no longer be mailed to owners/residents. Each parking sticker number will also be recorded and kept on file. Yellow = outside "P" ermit space Blue = garage space
5. 2016 parking stickers need to be placed on the driver's side rear window - same place as previous stickers. Stickers misplaced on vehicles will be considered invalid. See diagram:



6. Make sure to remove old red/green stickers as they are no longer valid after Mar. 7, 2016.
7. If you cannot attend the below designation times for your unit, please contact Connie. Arrangements can be made to meet you at the Club House. PLEASE come prepared so we can process each unit as quickly as possible.
8. If incomplete/missing 2016 unit information form, vehicle registration(s), ID, or dog license paperwork are not presented, no parking stickers will be given.
9. Vehicles with invalid or missing parking stickers will be towed at owner's expense after Mar. 13, 2016.

Dates and Times per Building

Building 1 - **Sunday** Jan 31 from 3:00-5:00 pm and **Monday** Feb 1 from 7:00-9:00 pm

Building 4 - **Sunday** Feb 7 from 3:00-5:00 pm and **Monday** Feb 8 from 7:00-9:00 pm

Building 2 units 31-60 - **Sunday** Feb 14 from 3:00-5:00 pm and **Monday** Feb 15 from 7:00-9:00 pm

Building 2 units 61-90 - **Sunday** Feb 21 from 3:00-5:00 pm and **Monday** Feb 22 from 7:00-9:00 pm

Building 3 units 91-120 - **Sunday** Feb 28 from 3:00-5:00 pm and **Monday** Feb 29 from 7:00-9:00 pm

Building 3 units 121-150 - **Sunday** Mar 6 from 3:00-5:00 pm and **Monday** Mar 7 from 7:00-9:00 pm

Thank you for your co-operation -- Connie, Property Manager and Board
Board email: OakBridgeNH@hotmail.com website: www.OakBridgeNH.org

Please contact Connie at (603) 429-2019 x338 or cgarland@harvardmanagement.com with questions.