

Building Access & Monthly Parking Application

Overlake Medical Pavilion

Return completed form to Healthcare Realty:

FAX 425.450.9081

EMAIL bshutts@healthcarerealty.com

MAIL 1231 116th Avenue NE, Suite 120
Bellevue, Washington 98004

Company name: _____ Suite #: _____

Company representative name: _____

Requested building access

- 1 Building/Elevator/Locker Room access and access to Suite Floor**
All employee building access cards will be programmed for 24/7 access into the building and suite floor.
- 2 If reduced hours are required, please note the hours requested: _____**
A fee of **\$20** will be imposed for the issuance of a replacement card.

Requested parking access

- 1 Monthly access paid by company**
- Monthly access paid by parker**
- No parking access requested**
- 2 Unreserved**
- Carpool/Vanpool* Monthly rate: \$85.00**
- Physician**
- Other: _____**

*2 or more employees working at Overlake Medical Pavilion, names of all participants must be provided.

Employee/parker information

1 **First name:** _____ **Last name:** _____ **Email:** _____

Address: _____ **City/Zip:** _____

Work phone: _____ **Home phone:** _____ **Cell phone:** _____

Complete vehicle information below only if requesting parking.

2 **Make:** _____ **Model:** _____ **License/State:** _____ **Color:** _____

Make: _____ **Model:** _____ **License/State:** _____ **Color:** _____

The monthly parking access card allows you to park one vehicle at the parking facility at your sole risk and in accordance with the rules of the parking facility and applicable laws. SP Plus Corporation (SP Plus) does not agree to safeguard your vehicle or assume care, custody or control of your vehicle or its contents. SP Plus is not responsible for fire, theft, vandalism, damage or loss to your vehicle or its contents however caused. You shall lock your vehicle and retain the keys. Only a license to park a vehicle is granted and no bailment is created. You hereby agree to defend and indemnify SP Plus and the Owner of the parking facility for any costs and claims including, without limitation, reasonable attorney fees arising from your use of the parking facility. This is the entire contract between the parties which can only be modified in writing by the parties. No Standard employee may modify or waive any of the terms.

If requesting parking

_____ *Initial* Payment is due on the 1st of the month, a late charge is applied on the 11th of the month for all payments received after the 10th.

_____ *Initial* 15 days advance written notice required to cancel parking. Parking is pro-rated for half a month only. If parking is cancelled by the 15th of the month parker will be charged a 1/2 month, if parking is cancelled after the 15th of the month, parker will be responsible for paying the entire month.

I agree and accept monthly parking privileges based upon the above conditions and on the rules and regulations document included with this agreement. **I have received a copy of the parking rules and regulations.** I also understand a building access card is solely for my use and should not be transferred to anyone unless building management is notified.

_____ *Employee Signature* _____ *Date*

_____ *Company Administrator Signature* _____ *Date*

OFFICE USE ONLY

Card #: _____ Decal #: _____ KC Access: _____ AS400: _____

Signature of person accepting application: _____



[Click to email form](#)

Monthly Parking Rules & Regulations

Overlake Medical Pavilion

1. **This agreement may be canceled by the monthly parker upon issuance of fifteen (15) days written notice to SP Plus.** SP Plus reserves the right to terminate or change the terms of this agreement at any time, though we will endeavor to give you at least thirty (30) days prior written notice except in the case of (i) circumstance beyond our control, or (ii) your violation of applicable garage rules and regulations.
2. The use of this garage shall be at parker's risk. Owner and manager shall not be responsible for personal injuries or for theft of automobiles or contents therein while entering, exiting or parked in this garage. We also cannot be responsible for non-standard equipment such as special wheels, cellular phones, antennas or stereos. **LOCK AND SECURE ALL VALUABLES IN THE TRUNK.**
3. The monthly parking period runs from the first day of the current month to the first of the next month.
4. Monthly payment for parking is due one (1) month in advance and must be paid no later than the 5th day of each month due. Failure to do so may automatically cancel this agreement and the customer will be charged the prevailing daily rate. No deductions or allowances from monthly rate will be made for days customer does not use the parking facility.
5. All monthly parking is on a month to month basis. Any continuation of monthly parking from one month to another will be subject to any applicable parking rates and regulations then in effect.
6. There is no discount of monthly parking charges during vacation periods for the parker.
7. Rates are subject to change with out notice.
8. Each garage customer will be issued one access card to be used to allow one vehicle access to operate the parking control equipment within the garage. This allows one vehicle to be parked in the garage at a time.
9. Monthly parking privileges are non-transferable. Access card entitles holder to occupy one parking stall only. Monthly parkers must notify SP Plus of change of vehicles or license plates.
10. Monthly parking permits, if issued, must be **VISIBLE AND DISPLAYED** on vehicles at all times when using the facility. Vehicles entering without current, visible permit will be subject to the posted hourly parking rates.
11. Daily rates will prevail if the access card is not used. Monthly parkers entering the garage by taking a ticket will be charged the daily rate. If your access card does not work, please contact the SP Plus employee on duty for assistance.
12. No car repairs or vehicle equipment installations will be permitted on the premises at any time. SP Plus personnel will provide tire inflation, tire changes and battery starts as requested.
13. Attended Hours of Operation: AS POSTED.
14. It is unlawful to use a vehicle theft alarm system which does not automatically silence within five minutes. Violators are subject to tow. S.M.C. 11.84.345.
15. A fee of \$20 will be imposed for the issuance of a duplicate access card or replacement card for whatever reason possible.
16. No storage of cars is permitted.
17. All directional and parking signs found in or around the garage (such as "handicapped," etc.) must be obeyed. Violators will be subject to loss of parking privileges, fines, or vehicle tow.
18. The garage speed limit is five (5) miles per hour. Violators will be subject to loss of parking privileges.
19. Garage customer, driver, and/or owner of any motor vehicle shall repair or cause to be repaired, at his/her expense, any and all damages to the parking garage or any part thereof caused by his/her negligence or misconduct.
20. Garage customer may not throw litter onto the garage, nor shall he/she commit any nuisance or any other act that may disturb the quiet enjoyment of other parkers of this facility.
21. Motorcycles and bicycles shall be parked in designated areas only, if available.
22. All vehicles are to park head-in only, unless otherwise designated. Vehicles blocking access to other stalls, parking over the line, or parking a larger vehicle in a compact stall (or visa versa) will be ticketed and/or towed.
23. Employees are not authorized to make or allow any exceptions to these rules and regulations.
24. All claims must be reported to the management staff on the day of the incident, before claimant leaves the premises.
25. Monthly parking **MUST** be cancelled in writing with an advanced 15 day notice.