



Ref No: CGIOWA/PC-20-21/01

Date: 21. Aug.2021

PARKING GUIDELINES CGIOWA

- ❖ Four-wheeler parking inside can be permitted providing the resident either he/she may be Owner/Tenant and should have valid parking allotment letter from the CG/CGIOWA. (NOC format enclosed)
- ❖ Allotted place must be found in CG plan approval/permit.
- ❖ Copy of RC/allotment letter/insurance and Pollution under control certificate if any must be handed over to Facility Manager / Security officer.
- ❖ Residents who do not have parking slots cannot park inside the Irene premises.
- ❖ Residents should park their vehicle in the allotted parking slot. four-wheeler vehicle found in wrong parking will be served with penalty slip.
- ❖ All car cleaning activity be carried out only in the respective car parking and not in driveways especially between the blocks. Common water should not be used / taped.
- ❖ All vehicles Owned / Taxi vehicle are subject to security process.
- ❖ Any damage caused to common property by the vehicle owned by the residents or engaged by them, the total cost of damages/ rectification work will be recovered from the concerned including penalty.
- ❖ Four-wheeler should not be parked in common area/roadway or no parking area and Parking of vehicles of any kind is not permitted in the open area like driveways, common passages and NO-parking areas.
- ❖ The residents are requested to co-operate with the Facility management staff when they are cleaning the parking area.
- ❖ CGIOWA reserves the right to tow away any vehicle violating the traffic rules and regulations framed in this regard with / without informing the resident and recover the expenses incurred from them. Abandoned or unclaimed vehicles will be removed then and there if it is found in common area. The Association will not be liable for any damage/ loss caused in this regard.
- ❖ Parking of commercial vehicles in the resident's car parking area is not allowed.
- ❖ Children are prohibited for playing in the basement/parking areas as these areas are for car parking, residents should make sure that their children do not cycle inside the car parking area damaging / scratching the parked cars of the residents and any such incident reported
- ❖ While cleaning/washing of the vehicles, it shall be ensured that no water stagnation, nor any oil spill or other waste allowed to spill in the car parking or common area.
- ❖ The parking space is meant for parking two and four-wheeler only. It should not be used for other purposes including storing any articles or partition etc.
- ❖ Parking is always at the owner's risk and association is not responsible for theft of any vehicle or its accessories.
- ❖ Drivers, cleaners and other employees shall not assemble in groups, make noise, split and smoke, consume alcohol or play games inside premises. They should be allowed to use the common areas.
- ❖ Four-wheeler belonging to residents will not be allowed to be parked in visitors parking*, vehicles if found in wrong parking will be locked and released only upon payment of Rs.500/- penalty per incident/per day. * Condition Apply
- ❖ All Non-resident's vehicles entry and exit from Irene premises need to make an entry in a Security register.
- ❖ Residents who do not have RFID tag in their vehicle, will have to make manual in/out entry as per the security protocols.
- ❖ Vehicle breakdown can be attended by bringing mechanic from outside with prior permission from Facility Manager/Security officer.



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DRIVING DISCIPLINE:

- ✓ The driver of the vehicle must have valid license.
- ✓ Low beam head light should only be used inside the premises.
- ✓ Learning driving inside premises is strictly prohibited.
- ✓ Young person/children - Below 18 years are not permitted to drive either two-wheeler or four-wheeler inside premises.
- ✓ 10 km/h is the permitted speed for inside driving and use of horn and reversing alarms must be avoided.
- ✓ Two-wheeler/ Four-wheeler vehicle should strictly have PCB/Environment clearance.
- ✓ Drunk and drive is not allowed inside the premises. If the driver of vehicle found in booze, will be handed over Police
- ✓ Playing stereo is not permitted within the premises. It is permitted only if the windows/ doors are closed.
- ✓ Vehicle should obey traffic directions inside premises.
- ✓ Oblige the signals like no entry, one way and no parking instructions.
- ✓ Staying overnight by drivers inside premises is not allowed and residents need to find accommodation themselves.
- ✓ Acting drivers must carry photo ID at the time of entry.

VISITORS VEHICLE MANAGEMENT:

- Visitors should park their vehicle in the allotted parking area only.
- Visitors parking slots numbers **V1 to V8**. Visitors must have car tag which need to be collected from the main gate
- Visitor can be dropped at the respective entrance of the Block and their vehicle must be parked in the allotted/ visitors parking only.
- All visitors are governed by code of conduct inside the CGIOWA premises
- Vehicle can be permitted to stand / park before block entrance for more than 20 minutes' maximum to pick up and drop.
- The driver should have valid license, RC, insurance and other statutory documents.
- Taxi/visitors vehicle can be permitted to wait at visitors parking area for 2 hours only. Exceeding 2 hrs should have prior permission from Security officer/Facility Manager.
- Visitors vehicle / taxi cannot be permitted for cleaning / water wash inside the premises.
- Security guards are empowered to verify the visiting vehicles document, person's ID and transporting materials.
- Any violation of traffic rules and regulations or code of conduct or causing damages to common property by the driver/ vehicle deserves recovery apart from penalty.
- The Residents are fully responsible for ensuring their visitors to adhere to the parking regulations.

VEHICLE ID:

- The Resident/ Tenant should have valid parking allotment letter for four-wheeler from the builder / CMDA or NOC issued for parking by the resident owner (No Objection Certificate format is enclosed below) and all two-wheeler must be parked in the allotted place only (Paint marking will be done)
- Two / Four-wheeler vehicles which are fulfilling above criteria will only be issued vehicle sticker for the purpose of smooth security process as well as better vehicle management inside the premises.
- Each vehicle will be issued RFID on submission of required document to the Facility Manager.
- Any RFID loss/damage/Additional will be chargeable Rs.85/-per vehicle.



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- Defaulters of monthly maintenance dues will not be provided any of security and administration services as cost for the same is borne by all residents.

Thanks

Parking Committee team

NOC Car Parking Let-out - No Objection Certification

Allotted Car Park Bay Number : Car Park Type: Covered / Tandem
Car Park Owner Name : Owner Flat Number :

Tenant Name : Tenant Flat Number :
Vehicle Registration Number :
Vehicle Make, Model, Color :
Let Out Start Date :

Declaration by Car Park Owner:

I hereby let out by car parking to Mr. , and agree to inform CGIOWA if we terminate this agreement for any reasons.

Declaration by Car Park Tenant:

I hereby confirm this tenancy and also ensure that the mentioned vehicle will only be parked in the designated car parking slot.

Signature
Car Park Owner

Signature
Car Park Tenant

For Office Use Only:

Approved By:

Name : Designation :
Date :

Facility Manager

Parking Committee

(IMC)