



SAKURA SQUARE

PARKING POLICIES FOR RESIDENTS OF TAMAI TOWER AND THEIR GUESTS

Effective June 11, 2018

Sakura Square strives to accommodate the parking needs of the Tamai Tower residents and their guests whenever possible. There are certain situations where there is little flexibility in adjusting the parking policy, thus the full cooperation of all residents is requested. Parking is managed by Sakura Square.

RESIDENTS MOVING IN & OUT

- Contact Kristin at kristin@cornerstoneapartments.com and Deb at deb@cornerstoneapartments.com or come down to the Tamai Tower office to schedule your move in/out time. We have a loading zone that can be reserved for you. The 15-minute loading zone is located in front of the trash bins as you drive in from Larimer Street.
- A validation ticket is attached in your move-in packet that you will receive at your lease signing/key pick up and is only good for a one-time use for 1.5 hours for one vehicle.
- Any unauthorized vehicles (including moving containers and other items) at the loading dock may be towed at owner's/user's expense.

RESERVED RESIDENTIAL PARKING

Entering the lot: Only from Larimer Street, all cars must enter on the **left side** of the driveway (next to the ticket machine). Scan your key fob on the reader to enter the parking lot. The swing-arm has been programmed so that it synchronizes to open and close behind each car.

Exiting the lot: There are two ways to exit. When exiting onto Larimer Street, use the **left side** of the driveway as you face Larimer. When exiting onto Larimer Street or Lawrence Street, scan your key fob on the reader as you exit the parking lot. **You must scan your key fob to exit before entering again to prevent being locked out.** The swing-arm has been programmed so that it synchronizes to open and close behind each car.

*In the event of a parking machine/key fob malfunction, resident must notify Sakura Square LLC via email at parking@sakurasquare.com.

*The parking system only activates when a car is present.



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- The resident's vehicle must be in operable condition, registered to the resident and with the Tamai Tower office.
- Residents with registered vehicles are issued a key fob and a parking permit tag, which must be displayed clearly on the rear view mirror of the approved vehicle at all times. Vehicles not displaying their tags will be given a violation ticket and/or risk being towed at the vehicle owner's expense if parked in an unauthorized reserved parking space.
- **You may not lend or transfer your parking space and/or key fob to another person. Each key fob is associated with the specific vehicle on file and may NOT be used to scan any other vehicles in/out of the parking garage.**
- **Any abuse or misuse of your key fob may result in immediate removal of your parking privilege.**
- If you will be using a different car and parking it in your stall, contact the Tamai Tower office 48-hours in advance.
- If your stall is being occupied by an unauthorized vehicle, please report it to Kristin at kristin@cornerstoneapartments.com or call **(720) 445 – 2422**. When reporting the issue indicate the date and time of the incident. Provide a description of the car's make and model, a photo of the car's license plate, and your stall number with the car parked in it. You may park in customer parking only if you are in this type of situation.
- Sakura Square LLC has the right to make any changes to the policy and/or terminate any agreements.
- Sakura Square LLC reserves the right to tow any improperly parked and/or unauthorized vehicle at vehicle owner's expense.
- Sakura Square LLC shall be the sole judge of acceptable conduct. Any approval of any occupant is in Sakura Square's sole and absolute discretion.



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PARKING FOR GUESTS OF RESIDENTS

- Guests of residents are considered public parkers and charged the going daily/nightly parking rate (or special event rate) as posted and required to park in customer parking.
- Guests who are dropping off a resident or assisting them to their apartment should use one of the four 15-minute loading-only zones on Larimer, Lawrence and 19th Street.

The parking policy stated above is effective **June 11, 2018** and is subject to change as necessary. Sakura Square will keep the residents of Tamai Tower informed of any changes as they occur. It is our goal to balance the many needs of our community with the operations of Sakura Square. We appreciate the support of everyone in helping us to achieve this objective.

Thank you for your cooperation with these policies and procedures. Please feel free to contact Sakura Square if there are any questions at 303-295-0305 or email us at parking@sakurasquare.com.

Sincerely,

Sakura Square LLC