



116 WEST FRANKLIN PLACE • (706) 376-3153 • (706) 376-9758 FAX

**BROOKS PAGE
EXECUTIVE DIRECTOR**

**KRISTIN CRUMP
OFFICE MANAGER**

TO: ALL RESIDENTS
FROM: HOUSING AUTHORITY MANAGEMENT
RE: **PARKING PERMITS**

This is to notify tenants that **ALL** Vehicles parked on the property of the Hartwell Housing Authority must be registered in the Housing Authority Office at 116 West Franklin Place.

Register your car by the following:

1. Head of Household must **bring proof of ownership** in the name of the head of household or an adult household member listed on the lease. Proof of ownership is a copy of the receipt (registration) received from the Hart County Tax Commissioners Office when you purchased your tag this year.
2. After proof of ownership, you will be issued a sticker (decal) which is your parking permit showing your Apartment Number. This Parking Permit is to be placed on the rear window of the car and will be placed by a staff member of the HA.

Parking Permits are for **ONLY** your Apartment Number and your complex area. Your permit is not valid in any other housing projects. Permits will be issued for automobiles and pickup trucks only. No Large trucks or large campers will be issued permits due to the very limited parking spaces in each location.

Should you sell your car you have registered, the Housing Authority must be notified within 24 hours, and you must remove the Parking Permit from the vehicle being sold. If you need help with the removal, a member of our staff will be happy to help you.

Parking Permits are not transferrable.

VISITOR'S PERMIT: Each apartment will be issued only one (1) Visitor Permit at your request. It will be your responsibility to keep up with your **VISITOR PERMIT** with your apartment number shown. If you misplace the permit, there will **NOT** be a second permit available to you. The visitor permit must be displayed by hanging from the rearview mirror with the Apartment number clearly in view from the outside the vehicle. Visitors permits are good for only the apartment listed and is not valid in any other projects.

TO ALLOW VISITOR OVERNIGHT PARKING FOR MORE THAN ONE NIGHT, YOU WILL BE REQUIRED TO OBTAIN WRITTEN PERMISSION FROM THE OFFICE.

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* After August 10,1992 any vehicle parked on the Hartwell Housing Authority Property without a Resident Parking Permit or displaying a Visitor Permit with the apartment number visible hanging from the rearview mirror will be towed at the owner's expense.
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SIGNATURE (HEAD OF HOUSEHOLD)

DATE