

**Tides At New Market Creek Condo Association
Acknowledgement of Receipt of Documents**

Homeowner Name: _____

Property Address: _____

Date: _____

The documents listed below have been provided to the homeowner by Tides at Newmarket Creek Condominium Association. By signing this form, the homeowner acknowledges receipt of each document indicated with their initials.

Documents effective 2-1-25	Received	Homeowner Initials
HOA Fee Delinquency Procedure	Yes	
Towing Notice	Yes	
Parking Rules	Yes	
Resident Decals	Yes	
Visitor Decal	Yes	
Occupancy /Information Sht.	Yes	
Do you want a coupon book	Yes/No (circle one)	

Acknowledgement Statement:

By signing below, I acknowledge that I have received copies of the above listed documents from The Tides at New Market Creek Condominium Association. I understand that it is my responsibility to review and comply with the information provided.

Homeowner Signature: _____

Date: _____

Towing Notice

Please see below for towing procedures:

72-hour notice will be given, then towed if not resolved:

- Expired Tags
- Expired Inspections
- Expired State Rejection Stickers
- Flat Tires
- Inoperable Vehicles/ Wrecked vehicles

Immediate towing will occur:

- No Decal/ Visible Decal
- Double Parking
- Vehicles in handicapped spaces with no visible permit
- Tractor trailer overnight
- Parking along yellow curbs
- Abandoned vehicles
- Trespassers
- Residents parking in spaces marked **Visitors**
- Decals flagged as inactive (i.e. those reported lost, Expired, or placed on temporary inactive status by Board of Directors)
- Unit owners, residents or guests parked in another residents parking area without permission.
- Parking in a common area

Refer to Parking Rules for further details and additional towing information

Please note, parking privileges will be suspended if your account is in the delinquent status. A formal hearing/mediation will be held before this occurs.

Thanks for your cooperation!

Effective: 2/1/2025

Effective: 2/1/25

Tides at New Market Creek Condominium Association

Notice to Home Owners: HOA Fee Delinquency Procedures

Dear Homeowners,

This notice is to inform you of the steps our Homeowners Association (HOA) will take in the event of unpaid HOA fees. The current delinquent total for unpaid fees is approximately 52,000, so these actions are necessary to ensure the proper maintenance and operation of our community. We hope this communication provides clarity regarding the process and ample opportunity for homeowners to address any potential delinquencies.

Please take note of the following procedures:

1. **30 Days Delinquent:** A formal notice will be issued to the homeowner notifying them of their past due account and reminding them of their payment obligation.
2. **60 Days Delinquent:** A hearing will be scheduled, allowing the homeowner to discuss their account status and payment options with the HOA. This hearing serves as an opportunity to address the delinquency before further action is taken. Homeowners who refuse a hearing will automatically default to the 90-day procedure.

If the account remains unpaid after hearing:

Water Service: Water service to the unit will be turned off until the account is brought current.

Parking Privileges: Parking decals will be set to inactive status until the account is brought current. Vehicles with inactive decals are subject to towing if parked on Tides at New Market Creek premises.

Suspension of Clubhouse Privileges: Key fobs will be set to inactive status until the account is brought current.

3. **90 Days Delinquent:** Accounts that remain unpaid at this stage will be turned over to the courts for collection, initiating the legal process to recover the outstanding balance.

Please note that hearings will be held before any service interruptions. This gives homeowners a chance to address their dues and avoid penalties. Our aim is to work collaboratively with each homeowner to resolve delinquent accounts while maintaining the quality of our shared community.

If you have any questions or concerns about these procedures please contact, Victoria at the management office at www.unitedpropertyassociates.com.

Thank you for your attention to this matter

Article 4.7 of the Declaration provides: The Board may “by Rule and Regulations adopted from time to time, may limited the number of cars owned or operated by the occupants of any Unit that may be parked in on the Condominium Property.” Further, Article 10.8 of the Declaration provides: “Vehicular parking upon the Common Elements shall be regulated and/or assigned by the Board of Directors.”

**THE TIDES AT NEW MARKET CREEK CONDOMINIUM
PROPERTY PARKING RULES**

1. Only two vehicles are permitted per unit. All vehicles must be registered with the Association.
2. All vehicles parked on the property must be kept in an operable condition and must have license plates, current registration decals, and current inspection stickers according to the Virginia state code.
3. Each unit will be issued two (2) parking decals and one (1) visitor pass. Parking decals shall be placed on the lower-right passenger-side corner of the front windshield. Visitor passes shall be hung on the rearview mirror. Replacements will be issued at a cost of \$100.00 per decal and \$50 per visitor pass. Owners, residents and guests are required to properly display current parking decals and parking passes on their vehicles, no exceptions. The Association can only distribute decals and passes to unit owners, tenants must contact their landlord.
4. Visitor parking spaces are strictly for visitor use. No visitor may utilize a visitor parking space for more than 48 hours. The regular use of visitor parking spaces instead of one's garage, driveway, or assigned parking space is prohibited and subject to towing.
5. Overflow/Street parking is permitted only on Rosalind Way on a first-come, first-serve basis. Street parking on any other street/curb on the property is strictly prohibited and subject to towing.
6. Clubhouse parking is prohibited during hours of operation with the exception of those actively utilizing the facility.
7. Units with a garage must park in their assigned garage/driveway first. Units without garages must park in their assigned parking spaces first.
8. No owner, resident, or guest shall park in someone else's assigned parking without the permission of the owner. Owners may call the tow company to remove unpermitted vehicles parked in their assigned parking.
9. No vehicle may utilize more than one parking space.
10. Only private passenger type cars, station wagons, pick-up trucks, vans and two-wheel motorized vehicles are allowed to park overnight. Recreational vehicles such as campers, house trailers, motor homes, boats, jet skis, etc. are not permitted to park overnight without the special permission of the Association. When such permission is granted, the vehicle must be parked in a predesignated area and shall not be used as living quarters.
11. Vehicles that are used for both business and personal use and have minimal business markings, signage, or logos may be permitted upon the written approval of the Association. Such vehicles may not exceed three quarter ton in weight.
12. Motorcycles should have a board or other device under the kickstand to prevent damage to the parking surface.
13. During snow removal or other property maintenance, residents must cooperate with the contractors by moving their vehicles upon request.
14. Minor vehicle maintenance such as changing a flat tire or washing and waxing a vehicle may only be performed within the owner's driveway or assigned space. No other type of vehicle maintenance is permitted within the association property.

All rules are enforceable and subject to towing at owner's expense. This document serves as a formal notice to all residents and their guests. Residents are responsible to contact the tow company regarding towed vehicles. MID-ATLANTIC TOWING 757-406-9400

Vehicle Registration Information

Name _____

Address _____

Phone Number _____

Email _____

Vehicle information

Vehicle #1

Make _____

Model _____

Year _____

Color _____

License Plate number _____

Vehicle #2

Make _____

Model _____

Year _____

Color _____

License plate number _____

Date: _____ Signature _____

Administrative use only:

Vehicle Decal #1 _____

Vehicle Decal #2 _____

Visitor Pass # _____

The Tides at Newmarket Creek Condominium

Occupancy and Information Form

To help protect your investment and improve operational effectiveness all Owners must complete and return an Occupancy and Information form annually. Providing this important information will be helpful in the case of an emergency. All information provided on this form is strictly confidential and available only to the members of the board and management company.

Unit Address: _____

Unit is currently: ___ Owner Occupied ___ Second Home ___ Occupied by Family ___ Leased

Owner Information

Name(s) of Owners _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____

Email Address: _____

Alternate email: _____

Permanent Mailing Address: _____

Emergency Contact Name and Address: _____

Relationship: _____ **Phone** _____

List of all Full-time residents (not listed above) living in unit:

Names

Tenant Information (if applicable)

Name(s) of Tenants (as shown on lease) _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____

Email Address: _____

Alternate email: _____

Rental Company/Manager Information (if any): _____

Emergency Contact Name and Address: _____

Relationship: _____ Phone _____

List of all Full-time residents (not listed above) living in unit:

Names

Names

My signature on this form indicates I have received and read the Tides at Newmarket Creek Governing Documents and provided a copy of the same to my tenant (if applicable). By signing below, I certify the information contained herein is accurate and complete.

Unit Owner Signature: _____ Date: _____

Unit Owner Signature: _____ Date: _____