

GUEST INFORMATION

Corporate Account or Individual: <input type="checkbox"/> Corporate <input type="checkbox"/> OR <input type="checkbox"/> Individual	
For Individual Accounts: Name	For Individual Account: Workplace:
For Corporate Accounts: Company Name	Telephone Number
Address (Home Address for individuals. Billing address for Corporate) Street	Cell Number
	E-Mail
City	Province
Postal Code	
Credit Card: Visa, Mastercard, and American Express Accepted	Direct Debit <input type="checkbox"/> Please Attach a Void Cheque
Number:	Expiry:

GUEST VEHICLE(S) DETAILS

License Plate	Make	Colour	Guest (driver) Name
License Plate	Make	Colour	Guest (driver) Name

HOST LOCATION DETAILS

ACCOUNT DETAILS

Site Address Columbia College	Site Code Lot 129	Do you require a FOB for 24/7 access? YES or NO	
Type of Service Random 24/7 – No parking in marked stalls such as Reserved, Loading, etc. Current Gate Hours: Mon – Fri 6am to 8:30pm. Sat 6am-6pm. Sun & Holidays Closed. Can only park for 3 days consecutively in the same area. Must have valid road insurance – not storage insurance.		FOB Deposit	\$100.00 Per Stall
Monthly Rate for per stall \$75.00	Taxes \$22.65	Total Parking Rate \$97.65	
Start Date:	Activation Fee	\$20.00	Per Stall

TERMS & CONDITIONS

- The terms of this agreement are on a month-to-month basis (unless otherwise stated), automatically renewable each month (or as stated in the type of service) upon the timely receipt by WestPark Parking Services (2015) Inc. ("WestPark") of the prevailing fee/rate/charge. These terms and conditions are subject to change without notice. Parking charges are for the licensed use of the parking space only and WestPark is not responsible for any injury, loss or damage to the guest or their vehicle(s) or its contents. A minimum 30-days' notice by the Guest to WestPark (via email, fax or letter to our office and addressed to Guest Services) is required in order to terminate this contract. A shorter notice may be subject to a minimum fee equal to the daily parking expense up to and including the monthly rate.
- Parking charges (and any applicable taxes) and a one-time (due on the first month only) **\$20.00** Activation Fee (includes applicable taxes) are due in advance by the 1st day of each month for that month. If not paid, parking privileges are subject to cancellation or suspension without notice. Reinstatement following a cancellation or suspension will be subject to a **\$20.00** fee (includes applicable taxes). Any EFTs, credit cards and/or cheques that are returned NSF / declined will be charged a **\$20.00** fee (includes applicable taxes). Seasonal passes are valid only for the time shown on this contract and annual passes are for one calendar year; each are not refundable. There may be additional charges for power-supplied stalls; such use is restricted for block heaters only and WestPark is not liable in the event a vehicle fails to start.
- If applicable, lost or damaged keys and/or access devices and/or decals will be charged a minimum **\$25.00** non-refundable replacement fee (includes applicable taxes). Keys, access devices and decals are non-transferable. Use of the keys, access devices, decals by anyone other than the designated guest may result in cancellation or suspension of parking privileges. If applicable the decal must be visibly displayed on all vehicles at all times when using the parking site. Vehicles without current and visible decals will be subject to a parking fine or violation fee, or risk having their vehicle towed and impounded at their cost. WestPark reserves the right to confiscate all non-valid or non-renewed keys, cards and decals. The Guest agrees to report any damage caused to keys, access devices and decals. Keys and/or access devices must be returned to WestPark's office within seven (7) business days from cancellation in order to receive a refund on the original deposit; keys and/or access devices received after seven (7) days are subject to forfeiture.
- The Guest agrees to follow all instructions related to the parking site, including posted signs and those provided in writing from time to time or by a WestPark personnel. Any vehicle parking at a WestPark site must be licensed and insured to operate on public roads; storage policies will not be accepted unless agreed to and stated in this contract. Further, the parking of vehicles that (in the opinion of WestPark) pose any kind of hazard or have hazardous contents is also prohibited. The Guest agrees to obey all traffic signs and laws within the parking site and to not drive erratically. The Guest or their guests will not engage in conduct that is deemed inappropriate or lewd. The Guest agrees not to resell his parking privileges. Any breach of the aforementioned items will be subject to immediate termination of parking privileges and this contract. The Guest agrees to immediately report any damage caused by them or their vehicle while at the site. Guests must park only in those areas designated by WestPark and agree to be liable and responsible for any expenses incurred as a result of not abiding to such instructions. Guest acknowledges that in a Random type of parking service, WestPark does not guarantee parking availability at all times. If a decal or permit is not required at a particular location, it is the responsibility of the Guest to always ensure that their license plate on file is up to date. If the Guest does not properly display their Decal or Permit, or forget the access device to enter and exit a facility (where applicable) or drive a vehicle with an unregistered licence plate in our system, they must pay for parking for the duration of their stay on the Lot.
- WestPark reserves the right to adjust parking rates through written notice of one calendar month in advance of said change. WestPark also reserves the right at any time and from time to time, to temporarily change the permitted use of the site while giving reasonable notice to the Guest. WestPark may terminate this contract upon one calendar month's notice. The breach of any term or condition stated on this contract by the Guest may be grounds for termination or suspension of parking privileges and this contract. Suspension or termination of parking privileges may come without notice or penalty. Reinstatement of parking privileges under these circumstances may be subject to a minimum fee of **\$20.00** (site dependent).
- Your personal information is being collected by WestPark on behalf of its Client(s) for the purpose of renting parking spaces and collecting payment for said space(s). For questions about the collection, storage, or use of this personal information you can reference our Terms & Conditions online at www.westpark.com or please contact the Privacy Officer via email at privacy-officer@westpark.com.

I AGREE AND ACCEPT THE PARKING SERVICES SET FORTH IN THIS CONTRACT BASED ON THE TERMS AND CONDITIONS STATED ABOVE:

Guest Signature	Date	WestPark
Phone: 604.669.7275	WestPark Parking Services (2015) Inc.	E-Mail: GuestServices@WestPark.com