Sun City
CIVIC ASSOCIATION

CORBETT PARK SPACE RENTAL APPLICATION

Please read the ***"Corbett Park (RV Facility) Rules"***. If you agree to all the terms thereof, then please fill out the application form included. You are to keep the copy of the ***"Corbett Park (RV Facility) Rules"*** for your files; these may also be found at www.suncitycivic.com under the Docs tab.

In order for you to be assigned a space in Corbett Park, please provide ***all*** of the following along with the completed application form:

1. Payment of the following fees (exact cash, check or money order):
    a. A one-time $50.00 key deposit, which is refunded when the space is surrendered. You will be charged $50.00 for a lost/replacement key.
    b. The annual parking fees, currently $450.00, parking fees are ***not pro-rated.*** Thereafter the fees are due annually on July 1st.
2. Copy of your current valid registration for the vehicle (NOT the pink slip).
3. Copy of proof of your current insurance coverage.
4. Copy of your valid driver's license.
5. Photograph off your RV, boat or trailer, etc. to be parked in the space(s).

There is no proration or parking fee refunds if the space is surrendered prior to the next renewal period.

Once you complete and have all of the above documents, please bring them to the onsite office located at 26850 Sun City Blvd.

Throughout the year as your DMV and insurance expiration dates renew or change, updated documents need to be supplied to the SCCA office. You must also be current with your association dues and membership to rent a space. Tenants must have an **Assignment of Privileges Form** on file in order to rent a space. Homeowners are responsible for the actions of their tenants.

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Name: _____ Account #: _____

Property Address:_____ Phone #: _____

Email: _____

Emergency Contact Name/Number: _____

I request that I be assigned a parking space for the following recreational vehicle registered in my name:

☐ Motor Home	☐ Travel Trailer	☐ 5th Wheel	☐ Boat & Trailer	☐ Sea-doos & Trailer	☐ Utility Trailer

Make/Model: _____ Year: _____

License #: _____ State: _____

Registration EXP Date: _____ Insurance EXP Date: _____

Maximum Overall Length: _____

Approximate Market Value: _____

1. I have read and understand the "***Corbett Park (RV Facility) Rules"***; I do herby agree to abide to all the terms thereof. Failure to comply with such may result in the loss of the parking space(s).
2. I understand that no liability, expressed or implied, for any damage or theft to any vehicle parked therein is assumed by the Sun City Civic Association. I also understand that I park my vehicle within the park at my own risk and assume all liability for any damages or theft thereto.
3. I acknowledge that I am responsible for the upkeep and maintenance of my individual space(s) (including weed abatement). Failure to comply will result in violation letters to be mailed or the loss of the parking space(s).

Name: _____ Date: _____

Signature: _____

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FOR SCCA OFFICE USE ONLY

A space cannot be assigned or renewed until all required documentation below is received.

SPACE # ASSIGNED:_____ Key #:_____

- ☐ Current Valid SCCA membership verified
- ☐ Member in GOOD STANDING
- ☐ Non-Refundable rental fee Check #: _____ Amount: _____
- ☐ Refundable key deposit Check #: _____ Amount: _____
- ☐ Copy of current, valid registration for vehicle Expiration: _____
- ☐ Copy of current insurance for vehicle Expiration: _____
- ☐ Photograph of vehicle
- ☐ Copy of Driver's License
- ☐ A/V- Occupancy re-verification up-to-date

Verified By: _____ Date: _____

Sun City Civic Association
Rules and Regulations Approved October 27, 2020

I. CORBETT PARK (RV FACILITY) RULES

Location: 27161 Shadel Road, Sun City, CA 92586

Eligible Residents as defined under Section B (1) below may rent an assigned space within Corbett Park for the parking of a vehicle subject to the following.

The Sun City Civic Association (hereafter referred to as the SCCA) defines a vehicle eligible for parking in Corbett Park as: a travel trailer, 5th wheel trailer, pickup truck with camper, motorhome, trailer properly configured for transport of boats or water craft, enclosed utility trailer, or vehicle (regardless of origin) that has been converted to have toilet facilities, sleeping facilities, and cooking facilities. The SCCA Office will decide whether a vehicle fits one of the above categories. Flatbed trailers and commercial vehicles are not permitted regardless of the intended use.

Any violation of the rules may result in revocation of parking privileges, towing of the vehicle and impounding at the Owner's expense, and/or fines or other enforcement action allowed under SCCA's Enforcement Policy and Fine Schedule.

Regardless of the existence or method of any security provided or lack thereof, the SCCA assumes no responsibility, or liability, expressed or implied, for any damage to any equipment, material, vehicle eligible for parking in Corbett Park, or person, from any cause whatsoever, or any incident that may occur in Corbett Park. All parking and use of Corbett Park is "at your own risk".

A. APPLICATION PROCESS:

1. A copy of the following MUST BE SUBMITTED to the SCCA Office along with any parking application:
    a. name of the SCCA Eligible Resident,
    b. a copy of a valid driver's license or photo ID of the Eligible Resident,
    c. current valid Registration for the vehicle to be parked,
    d. proof of insurance for the vehicle,
    e. a photograph of the vehicle eligible for parking in Corbett Park, and
    f. payment of the current annual parking space lease fee. (Please contact SCCA's Office for current lease prices).
    g. signed liability release form, which includes the Corbett Park Rules and Violation/Enforcement Fine Schedule.
2. Parking space leases are for a specific assigned space and for a duration of twelve (12) months. The leases typically run from July 1 to June 30 the following year. All parking space leases terminate on June 30, of each year. Leases may be renewed annually.
3. *(Revised 7-2021)* Parking space lease fees are due in full at the start of each annual lease term (July 1). If the Eligible Resident should vacate the space prior to the end of the lease, there will be no refund. If a new lease begins after July, the annual fee remains the same, there will be no proration.
4. All new leases must pay a gate key deposit. The gate key deposit will be refunded within thirty (30) days upon return of the key. Please contact SCCA's Office for current fee and deposit fees.
5. Upon receipt of the required documents and fees the SCCA office will assign a parking space and provide the owner of the vehicle eligible for parking in Corbett Park:
    a. a copy of the current Rules and Regulations for use of Corbett Park,
    b. a gate key
    c. parking ID card.

6. Homeowner is responsible for actions of their tenants, if the tenant leases a space, including but not limited to the annual fee, removal of vehicle if in violation or tenant moves, and/or fines imposed.
7. Person(s) leasing stall(s) must reside in the SCCA Community.

B. RULES AND REGULATIONS:

1. An "Eligible Resident" i.e. A resident of SCCA who has a valid Resident ID Card and is not in violation of any of the Association's Governing Documents and not delinquent in any monetary obligation to the Association.
2. The SCCA is the sole owner of Corbett Park and will monitor and enforce compliance of all the Rules and Regulations set forth herein.
3. All Eligible Residents who pay for and accept a parking space agree all use of the facility by them, their tenants, guests, or family is at each person's "own risk".
4. The SCCA assumes no responsibility of liability, expressed or implied, for any damage to any property, equipment, material, vehicle, or person, from any cause whatsoever, or any incident that may occur in Corbett Park.
5. Any Eligible Resident who has an assigned space in Corbett Park assumes liability for any damages to facility caused by the Eligible Resident, their property, or their tenants, guests, family or their property.
6. A Parking ID card shall be clearly displayed on each vehicle inside the lower left hand corner of the vehicle window, or on a trailer tongue, or other visible location including owner contact telephone or other designated contact information at all times when the vehicle is in Corbett Park.
7. Annual renewals will be mailed to Lessees by June 1st of each year. The renewal form and Annual Lease Fee must be returned by mail or in person to the SCCA office no later than July 14 of each year.
8. Renewal forms/fees not received by July 14th of each year will automatically be assumed as terminated. Owners shall remove the vehicle on a terminated lease within fifteen (15) days of notification. If not removed it shall be towed at the owner's expense.
9. Copies of the current valid operational registration and proof of insurance must accompany the payment of the Annual Fee. Trailers for boats or water craft also require valid operational registration for the associated boat or water craft.
10. If any vehicle authorized to park in Corbett Park is replaced by another vehicle, the new vehicle must be registered to the existing lease and a copy of the operational registration and proof of insurance for the new vehicle must be brought into the SCCA office within 15 days.
11. Periodic inspections shall be made to verify that the vehicle parked in the space is on file with the SCCA. If a vehicle other than the authorized vehicle is parked in a Corbett Park space (except as in 21 below), the renter of the space will be notified that the office is aware the wrong vehicle is parked in the space and must be removed. If the wrong vehicle is still parked in the space 30 days after the notification the vehicle shall be towed at owner's expense without further notification.
12. Vehicles authorized to park in Corbett Park must be operational, in good repair, and actively used. Actively used is defined as removed from Corbett Park at least once each year. Corbett Park is not a long- term storage facility and may not be used to store wrecked, disabled, junk, or otherwise non-operational vehicles and/or parts.
13. Vehicles authorized to park in Corbett Park may not display business advertising. Leases of vehicles in violation of this rule may be terminated at the SCCA Board's discretion and the vehicle subject to tow at the owners' expense.

14. Corbett Park is open from 7:00 a.m. to 7:00 p.m. seven days a week and may be monitored by patrol. Hours of operation are subject to change. Current hours including holiday hours may be obtained by contacting the SCCA Office.
15. The gates may not be opened for entry or exit outside of the hours listed in #14 above.
16. The Eligible Resident is responsible for keeping their assigned space free of weeds, trash and debris.
17. Trash receptacles are not provided on the premises.
18. Parking spaces are not to be used for storage of anything other than vehicles. Wheel covers and other items must not be left in the space when the vehicle authorized to park in Corbett Park is not there. Any items left in a temporarily vacant space shall be removed by the SCCA at the owners' expense.
19. Covers including wheel and vehicle covers must be kept in neat and good condition.
20. Nothing shall be stored or blocking the path of the security beams along the fences.
21. An Eligible Resident may park another automobile in their assigned space not to exceed 90 days if the vehicle authorized to park in Corbett Park is being used. The SCCA office must be notified in advance and provided the timeline the vehicle will be in place.
22. No temporary or permanent storage sheds or any other structures are allowed in Corbett Park.
23. Washing, painting, maintenance, and/or repairs of vehicles or equipment inside Corbett Park is prohibited.
24. All propane gas valves must be closed before any vehicle enters Corbett Park.
25. No gas valve, internal or external, shall be turned on while the vehicle is inside Corbett Park.
26. Vehicles authorized to park in Corbett Park must display a current valid license plate and registration tag while parked in Corbett Park.
27. Boats or watercraft must display a current valid registration sticker as well as a current license plate on the boat trailer.
28. Boat or watercraft trailers without boats may be stored in Corbett Park while the boat is not on the premises. The SCCA office must be notified in advance.
29. All boats or watercraft must be properly covered and maintained.
30. Absence of an authorized vehicle six (6) months or longer from its assigned space without written notification to the SCCA Office shall result in termination of the lease.
31. Vehicles authorized to park in Corbett Park must be parked in an orderly manner, properly secured, and must not extend beyond the boundaries of the assigned space.
32. Duplication, lending, or transfer of gate keys to another is strictly prohibited and may result in termination of the lease.
33. Gate keys must be returned to the SCCA office upon termination of a lease.
34. The Eligible Resident shall accompany and remain with any guest, tenant, or family member while in Corbett Park.
35. Waiting lists for Corbett Park spaces will be maintained in the SCCA office and availability will be on a “first come, first served” basis.
36. The vehicle authorized to park in Corbett Park is the only vehicle that may be parked in the assigned space, except as specified 21 above.
37. Tow dollies for vehicles authorized to park in Corbett Park are acceptable if attached to their rig and within the confines of the leased space.
38. The SCCA will remove weeds on the perimeter of the lot, spaces not currently leased, and in main aisles of the Corbett Park.
39. If a vehicle is in violation of one or more Corbett Park Rules when renewal forms are sent on June 1st, the homeowner will be given until July 1st to correct the violations. If

the vehicle is still in violation of one or more Corbett Park Rules on July 1st, and other arrangements have not been made, after due process the vehicle shall be towed at owner's expense without further notification.

40. Any trailer may be attached to a vehicle authorized to park in a Corbett Park space, so long as the combination of vehicle and trailer stays within the assigned space.
41. If at any point, it is determined that a vehicle authorized to park in a Corbett Park parking space is actually not eligible to park in Corbett Park and was not at the time of authorization, the owner of the space will be asked to remove it and the prorated remainder of the Annual Fee will be returned. If the Owner fails to remove the vehicle, it shall be towed at owner's expense.
42. A vehicle that meets all other requirements to be eligible to park in Corbett Park shall continue to be eligible only so long as its owner is an Eligible Resident.
    a. If a vehicle owner loses Eligible Residency status and such status is not timely reinstated, parking privileges will be terminated.
    b. If a vehicle owner loses Eligible Residency status and there is good reason to think such status will be timely reinstated, the office may offer an arrangement with a deadline for resuming such status that is appropriate to the circumstances. Parking privileges will be terminated if deadline is not met.
    c. If parking privileges are terminated then the vehicle shall be removed within fifteen (15) days or shall be towed at owner's expense. The prorated remainder of the Annual Fee will be returned.
43. Authorization to use a parking space within Corbett Park is not transferable. If a person authorized to use a parking space within Corbett Park ceases to use that space, the SCCA office has sole authority to terminate the lease and to assign that space to another person in accordance with current procedures.
44. If a parking space that has been paid for is vacant for the entire prior year, parking privileges shall not be renewed on July 1st.
45. Lock gate upon entering or leaving the facility.