

**Cottage Retreat at Miramar Beach Homeowners Association, Inc.
Extra Parking Spot Request Form**

Name: _____

Phone #: _____

Email: _____

Cottage #: _____

Arrival Date: _____ Departure Date: _____

Guest Parking Reservation Policy

To ensure the availability and convenience of parking for all our guests, we require reservations for any extra parking spots beyond the designated allowance. Please review the following terms and conditions for reserving additional parking:

Reservation Requirements

1. **Advance Reservation:** Guests must reserve additional parking spots in advance.
2. **Payment Method:** All payments for extra parking spots must be made via credit card through our secure payment processor, Stripe.
3. **Payment Deadline:** Payment must be made by the specified due date to secure the parking spot.

Payment Details

- **Standard Rate:** Reservations made more than two weeks before your arrival are charged at \$10.00 per day.
- **Last-Minute Rate:** Reservations made within two weeks of arrival are charged at \$15.00 per day.
- Once payment has been successfully processed, an email confirmation containing your parking pass(es) will be sent to the email address provided during the reservation.

Parking Passes

- Parking passes must be printed and displayed on your dashboard upon arrival.
- Each parking pass is valid only for the reserved spot and the specified dates.
- Unauthorized vehicles or vehicles without a valid pass may be subject to towing at the owner's expense.

Return to: FloridaAdmins@cmacommunities.com