

Windbrooke Homeowners Association Handicapped Parking Request Form

Please return completed form and check to:

Windbrooke HOA
R. S. Fincher and Co., LLC
P. O. Box 1117
Apex, NC 27502
Office Tele: (919) 362-1460
Or fax: (919) 362-1462

Owner Name _____
Owner Address _____
Owner Telephone _____ (home) _____ (work)
Owner email address _____

The above owner requests installation of a Handicapped Parking sign in front of this property.
Owner agrees to pay the associated charges of \$30 for the sign and installation.

Submit with request:

- 1) Copy of handicapped paperwork from the North Carolina Department of Transportation
- 2) Check payable to Windbrookie HOA for \$30 for installation of sign

Owner is required to notify R.S. Fincher if the handicapped permit is no longer valid and is responsible for renewing the permit as required by NCDOT. If the permit expires, the owner has 30 days to renew the permit or the handicapped sign will be removed at the owners expense.

Date submitted _____ Homeowner Signature(s) _____

Date on handicapped permit _____ Expiration date _____

For Office Use:

Date Request Received _____

Approved as submitted _____

Approved with conditions _____

Denied _____

Denied due to incomplete request _____

Reason for denial or conditional approval:

Date: _____

THIS FORM IS NOT COMPLETE WITHOUT COPY OF HANDICAPPED PERMIT AND CHECK.