



parkx@comstockcompanies.com | 571-375-0841

RULES AND REGULATIONS

1. Monthly Parking

- a. A regular monthly parking contract guarantees access to the designated ParkX parking facility.
- b. A monthly parking contract holder is given an access card permitting the holder to access the garage 24 hours a day, 7 days a week.
 - i. Each access card allows ONE vehicle in and out of the garage. Any unauthorized use may result in revocation of parking privileges.
 - ii. Each access card is equipped with ANTI-PASS back technology. A vehicle must enter and exit the facility in this order to prevent denied access.

2. Payments, Invoicing, and Cancellation

- a. ParkX requires a reoccurring monthly credit card auto-payment for all non-lease driven accounts.
 - i. Payments will be deducted from a credit or debit account the first business day of the month.
 - ii. Any unpaid balance will result in suspension of parking privileges.
 - iii. It is the parker's responsibility to inform the parking office of any changes to their billing account. Failure to do so may result in suspension of parking privileges.
 - iv. If a parker is past due and their account is suspended, the parker must pay the full balance of their account before parker privileges are reinstated. Cancellation of an account requires thirty days' notice and the return of the access card.
 - v. Please pay the exact amount that is shown on your bill. No credit will be given for vacation or partial use of the parking facility. Accounts closed midmonth will not receive a prorated final bill; the full monthly parking fee will be due and payable.
- b. Lease driven accounts are administered according to the tenant's lease terms. The account is invoiced on the first of the preceding month for payment for the following month. Payment is due on the first of each month.

3. Transient Parking

- a. ParkX is equipped with automated gates and Pay On Foot Machines to assist transient/ daily parkers utilizing the garage.
- b. A transient parker simply pulls a ticket at the entrance and may pay using the Pay on Foot Machine with Credit or may pay at the exit lane using their credit card.



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4. Parking Guidelines

- a. All vehicles parked in the facility must display a valid license plate and be legally registered. Unregistered vehicles may be towed and/or ticketed at the owner's expense.
- b. All vehicles must be parked within the lines of a single parking space.
- c. Do not park in spaces labeled reserved or handicapped unless authorized to do so.
- d. Please drive slowly and safely with your headlights on.
- e. The parking facilities are heavy foot traffic areas, please be mindful of pedestrians in the facilities.
- f. Customers may not use monthly parking spaces for the purpose of vehicle storage.
- g. Please report lost or malfunctioning access cards to the ParkX staff, which can be reached at 571-375-0841.
- h. If you do not have your garage access card you will be required to take a daily ticket to enter the facility and pay the daily rate when you exit.
- i. There will be a replacement fee for a lost access card.

5. Damage Claims

- a. The parking facilities at Park X are all self-park facilities and thus parkers "park at their own risk"
 - i. Comstock or ParkX cannot be held responsible for any personal articles left in your vehicle.
 - ii. Losses due to freezing or mechanical failure are beyond the scope of ParkX's responsibility.
 - iii. In the event of damage to your vehicle or injury to one's person immediately contact the ParkX parking office located on G2 next to KissN Ride or call them at 571-375-0841.

ParkX reserves the right to update or modify the Monthly Parking Guidelines at any time. For the most up-to-date Monthly Parking Guidelines, please visit <https://comstockcompanies.com/parkx/>.