



Residential Owners Community Owners Association, Inc.

2017 RESIDENT'S PREFERRED GUEST DECAL PROGRAM

The Preferred Guest Decal Program allows residents to speed up the entry process of frequent guests, family and friends into the Community by providing them a Preferred Guest Decal. The Preferred Guest Decal is applied to the bottom left corner of the Preferred Guest's registered vehicle windshield which allows the guards to waive them through the resident lane 24/7 at the Main Gate and between the hours of 7am – 7pm Monday – Saturday at the Westpark South Gate.

This eliminates your Preferred Guest from having to stop and show their driver's license. All Preferred Guests are automatically allowed access to the Community without a phone call notice from the guard or the resident. The decals are \$30.00/ per year, per Preferred Guest and are based on a calendar year. In order for you to take advantage of this program, your HOA account must be current and cannot have a balance due of any kind. This includes payment of your 2017 Assessments which are due by January 1, 2017 and any other outstanding charges owed on your account.

To register your Preferred Guest complete the attached form and mail or email it to the Royal Oaks Management Team at access@pmghouston.com with a copy of a valid government issued driver's license and proof of current vehicle insurance for each Preferred Guest and their vehicle. Please make your check payable to Royal Oaks RCOA. Once received, we will check your account balance and process your Preferred Guest Decal application. If your account is paid in full, and all Preferred Guest required documents were received your Preferred Guest Decals will be mailed with your resident decals or within 5 business days of processing.

This is a privilege that can be taken away at any time by the Association if your guests do not follow the community rules. The Association reserves the right to limit the number of preferred guest decals issued per residence.

If you have any questions, please email access@pmghouston.com .

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