

Attention all Riverside Court Residents

Every unit in Riverside Court is assigned one numbered parking space. Every vehicle parked in the complex must be registered in the office and have a parking pass clearly visible in the vehicle.

Currently there are a number of vehicles that are not in their assigned parking space. There are also vehicles that have a parking pass displayed but are not registered in the office.

Please fill out the attached form and return it to the office by Friday, August 24, 2009, so that the files can be updated.

Starting September 1st all vehicles that are parked in the complex and are not registered in the office will be ticketed. Starting September 8th all vehicles that are parked in the complex and are not registered will be towed. Towing charges are as follows:

Towing Charge	\$86.00
Fuel Surcharge	7.74
ORSV Charge	25.00
Total Charges	\$118.74

Storage Charge \$14.00 per day

Cars will be towed to
Jefferson Towing
6719 Airline Drive
Metairie LA 70003
504-729-6911

If you do not have a parking pass, please obtain one in the office. Additional parking passes are available at the rate of \$20.00 per month.

All visitors parking in the complex must sign in at the office in order to prevent their vehicle from being towed.

Thank you for your cooperation.

Riverside Court Management

Vehicle Identification

Unit # _____

Parking Space _____

Name of Vehicle Owner _____

Make and Model of Vehicle _____

Year _____

License Plate # _____ State _____

Telephone # _____

Email address _____

Please provide your email address so that you can be alerted in case of an emergency and receive the newsletter.