



Date: February 10, 2021
To: All Mt. Air Conservancy Homeowners & Tenants
From: Lori Randall, CMCA, AMS – Community Manager
Subject: 2021 Vehicle Registration/Application for parking passes

- **2021 Parking Pass/Permit:** Enclosed please find the application for the 2021 parking pass/permit. The use of the 2021 pass will become **effective as of April 1, 2021**. Only two passes per household will be issued. Applications must be returned by March 12, 2021, to guarantee receipt of the permits prior to the effective date. If you are renting, you must submit proof of residency with your parking permit application; parking passes **will not** be issued to tenants without proof of residency.

Just a reminder, parking passes may be suspended for those owners whose assessments are delinquent.

Applications can be mailed to the address listed below, faxed to 703-945-1425 or sent via email to Helena.P@summitmanage.com or Lori.randall@summitmanage.com. Please don't send pictures. Applications are also available in a PDF fillable format on the Association website at www.mountair.org.

Mail applications to:

Summit Management Services, Inc.
c/o Mount Air
8405-A Richmond Highway
Alexandria, VA 22309

IF YOU DO NOT HAVE A 2021 (GREEN) PARKING PASS BY APRIL 1, 2021, YOU MUST PARK ON MT. AIR DRIVE TO AVOID TOWING. Please be advised that the 2021 parking passes will not be distributed prior to March 15, 2021.

- **2021 Annual Inspections:** After April 1, 2021 management will begin conducting the 2021 Annual Inspections for ALL lots at Mount Air. Be sure to address yard and home maintenance before the inspections start.

If you have any questions regarding this matter, please feel free to contact Lori Randall or Helena at 703-945-1425 or the emails above.