

EDMONTON GARRISON RV COMPOUND TERMS & CONDITIONS

1. CFB Edmonton Base Commander has authorized the Community Recreation (CR) to accept and grant applications for occupancy in order of priority based on the following categories:

CR Regular Members:

- a. Canadian Armed Forces (CAF) members, which include currently serving Regular and Reserve Forces personnel, and their families;
- b. Members of Foreign Military currently serving with the CAF, and their families; and
- c. Veterans, which include former members of the CAF who have successfully completed Basic Military Training and have been honourably discharged, and their families. Proof of eligibility will apply.

CR Ordinary Members:

- a. Current Department of National Defense (DND) Public Servants, Staff of Non Public Funds (NPF), Staff of Military Family Resource Centres (MFRC's), Staff of Defense Research Development Canada (DRDC) and Defense Construction Canada (DCC), and their families;
- b. Serving Royal Canada Mounted Police (RCMP), and their families;
- c. Currently serving Honorary Colonels/Captains (Navy) and Honorary Lt Colonels/Commanders, and their families;
- d. Former Staff of NPF receipt a pension and their families;
- e. Former RCMP in receipt of an annuity and their families; and
- f. CFB Edmonton Guthrie School Teachers and Staff, and their families.

CR Associate Members:

- a. All others who pay or are invited to become members.

2. Occupants may be asked to vacate their RV Compound Parking Space should Regular Occupancy use warrant it. Vacating procedures will be implemented as tiered in Para 1. Those occupants who have been asked to vacate will be notified via a letter of correspondence which will identify the date by which they are required to remove their vehicle(s). Any vehicle that has not been removed by the deadline date will be tagged and/or towed at the owners' expense.

3. Parking Space Requirements. The following vehicle guidelines are to be adhered to:

- a. up to two vehicles may be registered for the same RV parking space but only one vehicle may occupy the RV parking space at a time. However, if these two vehicles do not exceed the length of the assigned parking space, they may occupy the space at the same time;



- b. each vehicle must occupy the correct sized RV Compound parking space and may not occupy a RV Compound parking space sized larger or smaller than the vehicles' respective size. The RV parking space allocated by CR is determined by type and size of the vehicle;
- c. each vehicle must occupy the RV Compound parking space to which it was assigned to upon registration. An occupied RV parking space or registration cannot be transferred, assigned, or sub-contracted; and
- d. due to the high demand, RV Compound parking space will be restricted as follows:
 - a. Regular Occupants: maximum two parking spaces;
 - b. Ordinary Occupants: maximum one parking spaces;
 - c. Associate Occupants: maximum one small parking space; and
- e. requests to vacate will follow a "Last In - First Out" procedure in order of priority by eligibility category.

4. Occupant Requirements and Responsibilities. Occupants of the RV Compound must adhere to the following requirements and responsibilities:

- a. to provide proof of identification or annuity that verifies entitlement into a specific RV Compound category at the time of registration and renewal;
- b. to provide current copies of insurance and registration upon registration and renewal (registration and insurance must be in the name of the occupant);
- c. to ensure vehicle license plate(s) are visible, even if the vehicle is covered with a tarp;
- d. to secure the RV Compound, occupants shall ensure the 'entry gate' is closed and secured at all times;
- f. for cleanliness and maintenance, of the designated RV parking space(s);
- g. please report any damage, obstruction, or issues with the operation of the gate, or your key fob, to Community Recreation at 780-973-4011 ext 4392 or contact the Military Police at 780-973-4011 ext 4044 after hours for assistance in gaining entry to the RV Compound;
- h. for the renewal of designated RV parking space(s) registration prior to expiry date. The renewal date will coincide with the insurance expiry date. Those who fail to renew before the expiry date will not be granted access to RV Compound until their account is settled at CR and a late penalty of \$25.00 is paid in full. Failure to comply could also result in the RV Compound account being terminated and the occupant being asked to remove their vehicle(s) from the RV Compound parking space(s).

Please Note: The following courtesy steps will be taken in the event the designated RV parking space(s) is not renewed as per Para 4g. If all the following attempts are unsuccessful and the occupant does not rectify their past due account, the vehicle(s) may be towed at the owners' expense ;

- (i) A first attempt will be made 7 days past expiry to contact the occupant to advise their account is past due

- (ii) A second attempt will be made 14 days past expiry to contact the occupant
- (iii) A final attempt will be made 21 days past expiry to contact the occupant via a mailed letter

i. for advising CR of all changes of address, phone number, service status, location of work, as well as, all details pertaining to stored items.

5. Both parties agree that:

a. vehicles will be stored as detailed above unless otherwise specified and agreed to herein and are subject to the following restrictions;

- (i) the RV Compound is for storage of functioning vehicles only. No work of any type is to be carried out on any item within the RV Compound;
- (ii) There will be **limited access** to the RV Compound in the winter months (first snow fall until spring thaw). If you require access due to operational needs (ie. Posting), please contact CR 14 days in advance. The PSP Manager has final authority on all requests requiring snow removal.

Please note: Entering the RV Compound during the winter months will be at the risk of the occupant.

- (iii) acceptable items to be stored in the open RV parking spaces include items such as wheeled vehicles, trailers as well as boats, canoes and kayaks that are tied down on utility trailers;
- (iv) unacceptable items include, but are not limited to, vehicles that are not road worthy (derelict), smaller items that could be carried/carted away, fishing huts, furniture, sheds and/or BBQ's, and truck campers separated from the support vehicle;
- (v) all vehicles must be able to move at a moments notice;

b. occupants will not be permitted to erect any type of shelter on the designated RV parking space; and

c. all payments are in one month increments only, no partial refunds will be provided.

STATEMENT OF AGREEMENT:

I hereby certify that I have read and understand the policies and responsibilities outlined above:

Occupant Signature: _____ Date: _____

Print Name: _____

CR Clerk Signature: _____ Date: _____

I HEREBY CERTIFY THAT I HAVE **ACCEPTED / DECLINED** A SIGNED COPY OF THE EDMONTON GARRISON RV COMPOUND TERMS & CONDITIONS