

## **135 WILLOW STREET OWNERS CORP.**

### **PARKING GARAGE WAITING LIST PROCEDURE**

**1. When a parking space in the building garage becomes available, it will be offered to the shareholder first named on the waiting list, who will have thirty (30) days to accept or decline the space. If the shareholder does not then own a car, the same thirty-day period will apply to his or her purchasing a car (in that ownership of a car is a prerequisite to becoming a parking garage licensee).**

**2. If the shareholder either: (i) declines the parking space; or (ii) does not obtain a car and accept the space, within the said thirty (30) days, he or she will be granted a one-time “pass,” i.e., the shareholder will remain in the first position on the waiting list for six (6) months, running from the date he or she was offered the parking space, or until the next parking space becomes available, whichever is later.**

**3. If, when the shareholder is offered the next parking space that becomes available, he or she declines that space, or does not obtain a car and accept the space, within thirty (30) days after being offered that space, he or she will be removed from the waiting list and will be required to re-apply, in writing to the managing agent, to be added to the bottom of the waiting list.**

**4. If, as stated in paragraph 2 above, the first shareholder on the waiting list either declines the offered parking space or fails to obtain a car and accept the space within thirty (30) days after such offer, the space will be offered to the shareholder in the second position on the waiting list. The procedures described herein will be followed as to that shareholder, and to successive shareholders on the waiting list, as necessary.**

**If any shareholder wishes to be removed from the waiting list, he or she should contact the managing agent as soon as reasonably possible.**

**Board of Directors**

**October 9, 2012**