

AAVA VEHICLE STICKER POLICY

OBJECTIVE

The Ayala Alabang Village Association issues new vehicle stickers current for every year. The stickers have multi-fold purposes, namely (a) to regulate the entry of any and all vehicles in to the village, (b) to provide identification of vehicles that are other than those owned by property owners / residents (c) to facilitate identification of those vehicles used by schools, franchises, visitors / guests, public utility vehicles etc and (d) to generate revenues that may be used for the repair and maintenance of roads in the village.

GENERAL STATEMENT OF POLICIES

For the above considerations, acting as the Secretariat of the Board, the AAVA Office, represented by the Village Manager, hereby lays out the policies pertaining to such vehicle stickers, and shall have the primary responsibility in the implementation of such policies set forth below and in disseminating the attendant procedures.

REQUIREMENTS FOR STICKER APPLICATION

1. Property owners who are fully paid of their association dues will be allowed to apply or renew vehicle stickers and can endorse other applicants.
2. A property – owner, resident, tenant will be liable for misleading information he /she has given to AAVA with reference to his / her application for sticker.
3. A property – owner, resident, tenant will be equally liable if the applicant he / she endorsed has given to AAVA misleading information or has taken advantage of the sticker and engage in illegal activities in the village.
4. AAVA has the option to deny issuance of vehicle sticker to an applicant (and the endorser) who has given misleading information.
5. Endorsers of applicants from schools, ACCI, visitors, suppliers, franchisers, contractors etc are equally liable for misleading information given by the applicants or applicants engaging in illegal activities with the use of stickers.
6. To facilitate processing of sticker application, please pay in cash.
7. Commercial vehicles owned by property – owners / residents must apply for stickers.
8. Overnight parking in any street is prohibited for commercial vehicles, with or without stickers.
9. Processing of sticker application will be on FIRST COME, FIRST SERVED basis.
10. NO REFUND on sticker applied for and issued, even if it was not claimed by applicant.

11. Unclaimed stickers will be forfeited after two (2) months from application date, and NO REFUND and no replacement will be made by AAVA.
12. Sticker should be posted on the vehicle applied for. Transfer / posting of sticker to another vehicle is prohibited.
13. Application to replace lost sticker should be accompanied by a statement of loss together with a report from Security attesting to said loss, and a new sticker will be issued in full payment.
14. Sticker will be posted on the vehicle only by AAVA authorized personnel during office hours from Monday to Saturday, 8AM to 5PM.
15. Giving of TIPS to AAVA personnel working on stickers is not allowed.
16. Vehicle stickers issued by AAVA will be posted / placed at the uppermost and off-center of the front shield BUT NOT TOUCHED BY THE WIPER, for easy inspection and rapid processing by the guards on duty at the Acacia, Madrigal and Mindanao gates.
17. FAKE (scanned, photocopied, reproduced, fabricated, etc.) AAVA sticker is strictly prohibited. Stiff penalty will be imposed.
18. Only first degree relatives are allowed to apply for stickers and should be endorsed by the registered property – owner to prove first-degree relationship.

LIMITATION OF STICKERS

1. Visitor's stickers are allowed entry through any gates at the sticker lane from 6:00 am to 9:00 pm only.
2. School stickers from Monday to Friday, 6:00 am to 7:00 pm. However, exceptions will be during the school activities as communicated by the school's principal / Administrator to AAVA Security Office.
3. Franchise stickers except the AAVA accredited transport, are not allowed to park on street overnight. Residents with franchise stickers should park their vehicles inside their property.

Application Requirements:

1. Certificate of Registration.
2. Official Receipt.
3. Duly notarized deed of sale, if registration is not in applicant's name.
4. Sales invoice if newly acquired.
5. Certification from company, if company-owned vehicle.
6. Photocopy of Contract of Lease – tenant / lessee only.
7. Vehicle must be present at AAVA Office for sticker installation.

Terms and Conditions:

1. I shall hold Ayala Alabang Village Association free from any liability for untoward incidents, injury and damages that may occur arising from/or on the occasion of the operation of the said motor vehicle and/or the use of this sticker within the village.
2. I hereby undertake to immediately surrender the AAVA sticker upon sale or disposal of my vehicle.
3. When the said motor vehicle is being driven/operated within Ayala Alabang Village, I further bind and commit myself to strictly observe and comply with the provisions of Barangay Ordinance No. 93-01 Series of 1993, otherwise known as AN ORDINANCE RATIONALIZING THE USE OF ROADS, STREETS AND ALLEY WITHIN THE TERRITORIAL JURISDICTION OF BARANGAY AYALA ALABANG AND PENALIZING TRAFFIC VIOLATIONS.

Traffic Violations and Fines Imposed – Barangay Ordinances 93-01

1. Speeding over the limit (40kph minor roads/60kph major roads)	-	P 500.00
2. Non-wearing of helmet	-	P 500.00
3. Reckless driving	-	P 500.00
4. No driver’s license	-	P 500.00
5. Unregistered motor vehicle	-	P 500.00
6. Disregarding traffic signs	-	P 200.00
7. Obstruction	-	P 200.00
8. Illegal parking	-	P 200.00
9. Driving while under the influence of liquor and prohibited drugs	-	P 1,000.00
10. Hitch-hiking	-	P 200.00
11. Arrogance/discourtesy	-	P 200.00
12. Smoke belching	-	P 300.00

Rules and Regulations

The vehicle’s owner shall be directly liable for the act or omission committed by his authorized driver in violation of the traffic rules and regulations of Ayala Alabang.

Joint Undertaking

We certify that all information provided by us herein is true and correct to the best of our knowledge. We understand that this Application Form is a public document and that we shall be criminally liable for any falsehood or misleading information provided by us and will result in a denial of issuance of a sticker.

Conforme:

ENDORSER	APPLICANT
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Signature over Printed Name

I. Sticker Issuance Team

1. Sticker Custodianship/Inventory - Security Department
2. Assigning/Processing/Encoding - Administration Department
3. Payment/Clearance for release- Finance Department

II. Schedule / Venue of Sticker Issuance

1. School Stickers - May 19 to June 15, 2008 (Narra Park)
2. Resident Stickers - June 2, 2008 onwards (AAVA Office)
3. Visitor/Franchise - June 16, 2008 onwards (AAVA Office)
4. ACCI - June 1 to June 30, 2008 (Narra Park)

III. Matrix of Stickers

Sticker Type	Classification	Cost	Requirement/Limit
Resident	Lot & property owners, Lessor & registered homeowners	100.00	Resident's ID
Resident	Tenants with existing contract of lease	100.00	Resident's ID
Resident	Relatives/in-laws residing with the registered owner/homeowners	100.00	Resident's ID
Resident	Special Members, provided vehicles are registered in the name of the entity	100.00	Endorsement of authorized signatory
Visitor	Relatives/in-laws not residing with the registered owner (special discount, limited to 5 endorsements only per registered owner)	250.00	Endorsement from registered owner, limited to 5 endorsements only, succeeding endorsees shall pay the regular rate of ₱ 500.00
Visitor	Regular guest	750.00	With endorsement from residents. After June 30, sticker will cost=₱ 1,000.00
Visitor	Employees of residents, special members	300.00	AAVA Issued ID/Entities' authorized company ID. Limit is two (2) per employee; succeeding car application is ₱ 750.00.
Visitor	ACCI members	250.00	ACCI ID, endorsement from ACCI.
Visitor	Motorcycles used by gardener, plumber, pool maintenance, electrician, foreman, construction workers	250.00	Endorsement from resident
School	Students currently enrolled in schools inside the village	500.00	School registrar's endorsement, limited to two (2) vehicles. Succeeding car applications will be for visitor sticker at ₱ 750.00 and will require resident's endorsement.
Franchise	AAVA accredited Public Utility Jeep (Sticker Number with designated parking area)	1,200.00	With accreditation papers from Community Relations
Franchise	AAVA accredited Motorcycle (Sticker Number with designated parking area)	360.00	With accreditation papers from Community Relations
Sticker Type	Classification	Cost	Requirement/Limit
Franchise	School buses (AUV, Van or Bus type) duly accredited by the schools inside the village	1,500.00	With accreditation and endorsement from the School registrar.
Franchise	Motorcycles used for delivery of goods inside the village	250.00	Company profile/

			SEC/Business Permit, letter of request signed by authorized signatory (letterhead).
Franchise	School Buses (50 seats or more) used to fetch children enrolled in other schools	2,000.00	Company profile/SEC/Business Permit/letter of request signed by authorized signatory (letterhead).
Franchise	Delivery trucks, aluminum van or elf used for delivery of food or services.	1,500.00	Company profile/SEC/Business Permit/letter of request signed by authorized signatory (letterhead).
Franchise	Owned by residents either used outside/inside the village: <ul style="list-style-type: none"> - Trucks - PUJ - Taxi - Aluminum Van - School buses 	1,500.00	

IV. Limitations of Stickers

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