

MOVING TO LAGUNA WOODS VILLAGE

Persons are permitted to reside in Laguna Woods Village only with the written approval of the housing corporation (HOA) board of directors. Such approval is given during the membership or lease approval process, and is given only to those persons identified in the escrow or lease documents. Additional proposed residents require separate submittal of an **Application for Occupancy Permit**. This is done through **Community Services at (949) 597-4369**.

Elevator pads to assist in moving into the 3-story buildings may be ordered through **Property Services at (949) 597-4600**. Members will be held responsible for damage to elevators.

MOVE-IN HOURS

Loading and unloading of moving vans and trailers in United and Third may start no earlier than 7:00 a.m., no later than 6:00 p.m., and moving activity must be concluded by 10:00 p.m. of the same day. Loading and unloading in The Towers may take place Monday through Saturday between 8:00 a.m. and 8:00 p.m. Please advise your mover of these requirements. For additional information, please call **Security at (949) 580-1400**.

HOME IMPROVEMENTS AND REMODELING

Contractors/individuals performing any type of remodeling or refurbishing shall not use the community dumpsters for disposal of their excess materials. Contractors/individuals shall have a dumpster delivered for their exclusive use; otherwise, their scrap and waste materials must be removed from the community on a daily basis. Members will be held responsible for their contractor's behavior. For information on alteration permits, call **Permits and Inspections at (949) 597-4616**.

CONTRACTOR PARKING

Contractors/individuals shall park their work vehicles only in guest parking spaces. **These vehicles are not to be parked overnight.**

SPEED LIMIT

The maximum speed limit is **25 mph** in the general thoroughfares. Cul-de-sacs are limited to **15 mph or 10 mph as posted**.

REPRESENTATIVES OF NEW RESIDENT

Vendors, tradespeople or other representatives may access the property, unaccompanied by the resident, but must have the proper authorization. Contact **Community Access at (949) 597-4443**.

UNPACKING

Packing cartons should not be placed in the trash bins. Boxes need to be broken down, flat, and stacked next to the bins. Hazardous waste materials such as paint, paint thinner, etc., may not be disposed of in the trash bins. These must be taken to an approved hazardous waste dumpsite.

STORAGE OF PERSONAL ITEMS

Balconies/patios are not to be used for the storage of personal belongings. Only outdoor patio furniture and other common patio items should be placed in these locations. Additional storage space may be obtained, but must meet architectural standards approved by the mutual boards. Please contact **Permits and Inspections at (949) 597-4616** for further information.

MOVE-IN PRIOR TO CLOSE OF ESCROW

With the approval of the seller, a new resident may move in prior to close of escrow only after appropriate notification has been made by the escrow office. A **Move-in Hold Harmless** document must be properly executed and filed with **Community Access in the Community Center** prior to the move-in attempt. **No other authorization form will be accepted.**

STAY-OVER OF SELLER AFTER CLOSE OF ESCROW

With the approval of the buyer, the seller may remain in the manor for a period not to exceed fifteen (15) days after close of escrow. A **Hold Harmless** form must be properly executed and filed with **Community Access in the Community Center**. If both parties agree to permit the seller to remain for a longer period, both parties must **apply for a lease permit through the Leasing Assistant**. For additional information, call **(949) 597-4323**.

NEW RESIDENT ORIENTATION

New residents and non-resident owners are urged to attend the orientation program for new residents. This program is designed to help new residents with the transition to Laguna Woods Village. Call **(949) 268-2271** to reserve a place at the program, at which time you can meet other new residents, and ask questions of a member of your board of directors.

NON-RESIDENT OWNERS

Owners who will not be residing may obtain a Non-Resident Owner Pass from **Community Access**. For additional information, call **(949) 597-4443**.



Laguna Woods Village®

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MOVE-IN GUIDE



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