

**Riverfront Office Park Garage**  
Application and Agreement

This Agreement made as of the day of \_\_\_\_\_, 20\_\_\_\_, by and between RREEF America REIT II Corp. PPP, a Maryland corporation (hereinafter referred to as "Owner") and \_\_\_\_\_ hereinafter referred to as "Tenant").

**CLIENT INFORMATION**

Monthly Category

**Tenant Lease**

<hr/> <b>Name</b>	<hr/> <b>Business Name</b>
<hr/> <b>Home Address</b>	<hr/> <b>Business Address</b>
<hr/> Street <span style="float: right;">Apt./Unit</span>	<hr/> Street <span style="float: right;">Floor</span>
<hr/> City <span style="float: right;">State    Zip</span>	
<hr/> Home Phone	<hr/> Business Phone

**AUTOMOBILE INFORMATION**

Make	Model	Year	Color	License Plate # /State
Car 1	_____	_____	_____	_____
Car 2	_____	_____	_____	_____
Car 3	_____	_____	_____	_____

*Please Update the Management Office as Your Vehicle Information Changes.*

Please Return to: Riverfront Office Park, c/o CBRE, One Main Street, Cambridge, MA 02142  
(617) 497-7711 Fax (617) 494-1760  
[Idil.InceKeskin@cbre.com](mailto:Idil.InceKeskin@cbre.com)

**Parking Information and Policies on Next Page.**

## **EXHIBIT A**

### **PARKING INFORMATION AND POLICIES**

#### **General**

The Riverfront Office Park Parking garage is operated for tenants with parking privileges and their guests only. Access and egress is monitored by the property's card access system, and there is no transient parking for the public. There is an intercom at both the entrance and exit gates that communicates directly to a security officer located at the 101 Main Street desk for assistance.

#### **Garage Rules and Regulations**

1. The parking areas shall be used solely for the parking of vehicles no larger than full-size passenger automobiles. The parking of large trucks, trailer buses, recreational vehicles, campers and boats are specifically prohibited. Motorcycles are permitted to park within any spot similarly to a vehicle. PLEASE FOLLOW HEIGHT RESTRICTIONS DESIGNATED AT THE ENTRANCE.
2. In the event a vehicle is disabled, Tenant shall notify the Management Office and shall remove the vehicle within 24 hours. Landlord reserves the right to remove any vehicle posing a potential risk to the building.
3. All vehicles shall be parked within the designated parking spaces. Any persons parking in two spaces may be ticketed and towed. Any unauthorized persons parking in a reserved or handicap parking space may be ticketed and towed immediately. Please be aware of all parking signage.
4. The maintenance, repairing, washing, waxing or cleaning of vehicles in the parking areas of anywhere along Broad Canal Way is specifically prohibited.
5. The Landlord shall not be responsible for any damage to vehicles, injury to persons or loss of property. All risks are assumed by the party using the parking area.
6. Vehicles parked in violation of these parking area rules and regulations may be towed at the vehicle owner's sole cost and expense. Tenant shall be responsible for insuring that all of its employees, agents and invitees comply with these parking area rules and regulations.
7. CBRE reserves the right to modify these parking area rules and regulations and/or adopt such other responsible rules and regulations as may deem necessary for the proper operation of the parking areas.
8. Speed limit in the garage is 5 miles per hour.
9. All directional arrows and signs must be observed.

## **Overnight/Extended Parking Policy**

1. Any persons parking in the garage overnight must have a garage access card. An Overnight/Extended Parking Request should be forwarded to the Management Office by 12:00 noon on the day that the vehicle will be left overnight.
2. Extended parking passes are not to exceed three (3) business days.
3. All requests for extended parking passes should contain the following information:

Employee's name, company, and contact number  
Color, make, model and year of the vehicle  
State and license plate number  
Space number or approximate location (if known)  
Parking Access Card Number

Please do not telephone with this information.

4. The Riverfront Office Park garage **is not a storage facility**. Any vehicles parked overnight without an Overnight/Extended Parking Request Form, are subject to being towed without notice. Any and all costs incurred with the towing or storage of these vehicles will be the sole responsibility of the vehicle's owner.

## **Parking Access Card**

1. Each Tenant shall be allocated the number of parking garage privileges, as determined per their specific lease agreement. These privileges will be assigned to employees with Building issued photo ID access cards.
2. Each Tenant must submit to the Management Office a list of all employees (including employees of tenants who are subleasing space from Tenant, if applicable) with parking privileges. The primary Tenant must communicate any change requests, e.g. access privileges, deactivation, reissue a card, or replace a building ID, and/or parking access card directly to the Management Office.
3. Cards must be used when entering and exiting the garage. A card cannot be shared to allow for an additional car to park in the garage. Any person without an access card will be denied entrance to the garage, unless prior arrangement has been made through the Management Office.
4. Tenants are asked to notify the Management Office immediately of all changes in employment status affecting parking privileges of their employees. Former employees' parking access cards should be de-activated, and may be re-activated at no charge upon their return to the Tenant; or they may be replaced at a charge of \$15.00.

**Visitor Parking**

1. Visitors are defined as anyone entering the garage without an assigned access card who is visiting your company. This includes all vendors, training candidates, interviewees, meeting members, clients, and customers, or those individuals without a parking card.
2. There is no public parking at Riverfront Office Park. Each Tenant has an option to reserve a set number of their monthly parking spots for their visitors' use.
3. Designated Visitor Parking - Tenants may designate a set number of parking spots to be recorded at the Management Office. The number of parking spots will determine the number of visitors allowed to park in the garage for that tenant at any given time. Visitors must identify themselves as a visitor of your company, provide their first and last name, and will be allowed to park in the garage on a first come, first serve basis, or according to any Tenant-provided list. Any visitor parking lists should be entered into the work order system no later than 6:00 AM on the day of the visit, but preferably by 3:30 PM on the previous business day. Should the number of visitors exceed the number of parking spots available, they will not be allowed in the garage, and will be directed to find alternative daily/hourly parking. Reserved Visitor Parking is not accommodated on weekends or holidays, unless arrangements have been made through the Management Office.

I, \_\_\_\_\_, [print name] understand and agree to adhere to the parking garage rules and regulations.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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