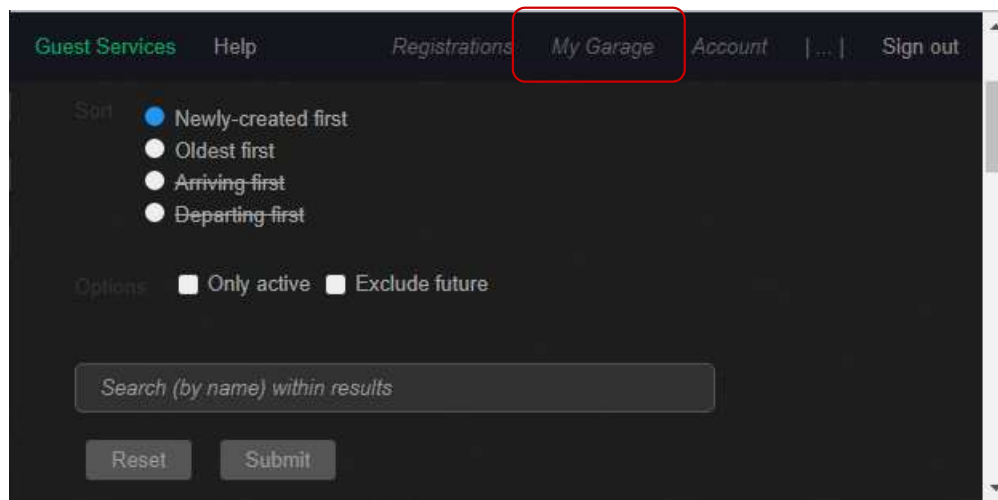


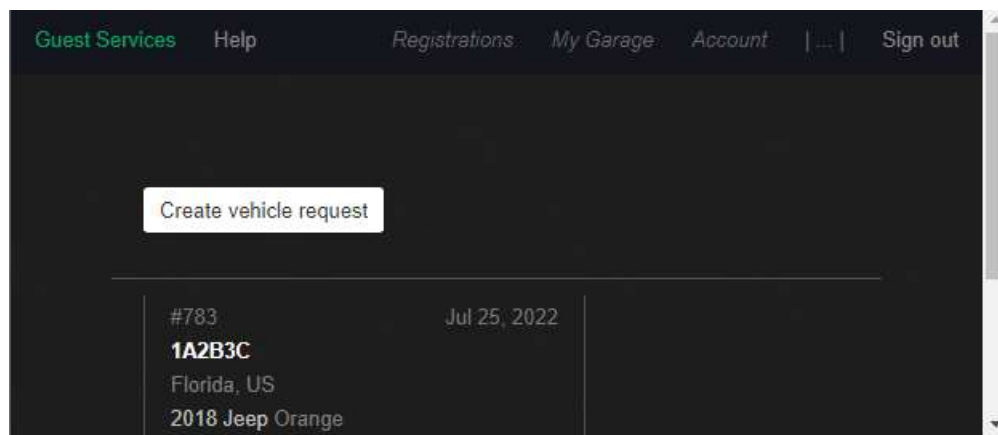
Owners can create permanent registrations for their own vehicles or for the vehicles of frequent visitors such as family, friends, or occupational workers (i.e. cleaners)*. Management Companies can also use this functionality to register occupational workers. There is no charge for this registration; however, it does require approval. Each vehicle registered under My Garage will be reviewed and a notice will be sent once the registration is approved. Some HOAs limit the number of vehicles and use of this feature. Due to this approval process, we recommend that you input these vehicles ahead of time.

** Please note that Owner and Occupational Visitor registrations are strictly for use when registering the property owner, their frequent personal visitors, or property-related employees such as cleaners and maintenance. Use of this registration for paying guests constitutes a violation of the Terms and Conditions of GuestSVCS and may result in actions being taken by GuestSVCS and/or the HOA.*

Click on **My Garage** at the top of the screen.



Click the **Create vehicle request** button.



Enter vehicle information (all fields are required). Select the property name under **Other** and the **type** of vehicle owner. Click the **Create vehicle request** button.

The screenshot shows the 'Vehicle' registration form. At the top, there is a navigation bar with 'Guest Services', 'Help', 'Registrations', 'My Garage', 'Account', and 'Sign out'. The form is divided into two main sections: 'Vehicle' and 'Other'. In the 'Vehicle' section, there is a dropdown menu for 'Florida, US', a text input field for 'Plate number', a text input field for 'Model year', a dropdown menu for 'Select make', and a dropdown menu for 'Select color'. In the 'Other' section, there is a dropdown menu for 'Sunrise [SBR]', a dropdown menu for 'Select type' which is currently open, showing options: 'Select type', 'Owner', 'Occupational', 'Friends', 'Family', and 'Extended Family'. At the bottom of the form, there are two buttons: 'Cancel' and 'Create vehicle request'.

GuestSVCS will send an approval request to the property's system administrator. The administrator will approve or deny the request and an email notice will be sent back to the owner via GuestSVCS. For example, "Hi OwnerName, vehicle '(LicensePlate)' (Year Make) has been approved at (Resort Name)."

The event log records these actions for each vehicle in My Garage.

The screenshot shows the event log in the My Garage interface. At the top, there is a navigation bar with 'Guest Services', 'Help', 'Registrations', 'My Garage', 'Account', and 'Sign out'. Below the navigation bar, there is a button labeled 'Delete vehicle'. The event log itself shows two entries: '8/20/2022 - Vehicle requested at Sunrise' and '8/20/2022 - Vehicle approved at Sunrise'.