



Laguna Woods Village®

## ANNUAL GUEST PASSES

Annual guest pass applications and nonresident owner applications are available at all clubhouses, the Towers, the Laguna Woods Village Library and the Community Center. Online applications are available at [lagunawoodsvillage.com](http://lagunawoodsvillage.com) > **Services > Resident Services > Resident Services forms and documents > Community Access > Annual Guest Pass Application**. A maximum of five annual passes can be issued per manor. For questions, please call Resident Services at **949-597-4600** or email [residentservices@vmsinc.org](mailto:residentservices@vmsinc.org).

Return applications to: Laguna Woods Community Center, Attn: VMS Inc. Resident Services, P.O. Box 2220, Laguna Hills, CA 92654, along with a legal-sized, self-addressed, stamped envelope.

Before giving a pass to your guest, please print in large, legible letters the first and last name of the passholder on the line provided. **Only the named passholder may use the pass.** Any pass presented without the passholder's name properly printed will be confiscated and the passholder immediately escorted out of the Village.

As a courtesy reminder, you are responsible for the conduct of your guests. For everyone's enjoyment and quality of life, please be sure your guests know and comply with all community rules.

- Laguna Woods Village is private property. Violation of community rules can result in immediate removal from the premises and permanent revocation of guest privileges.
- Pass must be presented to gate staff when entering Laguna Woods Village and upon request of any security officer, other staff or a resident.
- Passholders are not authorized to clear other vehicles through the gates.

All commonplace traffic rules must be observed in Laguna Woods Village, including:

- Park only in designated parking spaces.
- Do not park on sidewalks.
- The speed limit is 25 MPH on streets and 15 MPH in cul-de-sacs.
- While in Village common areas, guests must remain in the immediate company of their resident sponsor, except as allowed by specific Recreation and Special Events Department rules.
- **Absolutely no solicitation** is allowed inside Laguna Woods Village.
- **Issuance of this pass does not authorize the passholder to reside in Laguna Woods Village at any time.**
- Passes are property of the Golden Rain Foundation of Laguna Woods and must be relinquished upon notification. When moving out of the community, it is the responsibility of resident sponsors to collect all passes from all guests and return them to Community Access. A fee may be imposed for each pass that is not returned.
- There is a \$15 nonrefundable fee to replace any pass other than at the annual renewal (lost, altered or destroyed passes).