



Forbes Park Association, Inc.
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2025-2026 VEHICLE STICKER APPLICATION FORM

Date : _____
To : FORBES PARK ASSOCIATION, INC.

This is to request for the issuance of 2025-2026 FPA Car Sticker for the vehicle/s listed hereunder, I am also authorizing Mr./Ms. _____ to apply for the stickers on my behalf, and allow the personnel designated by FPA to affix the sticker on the vehicle’s windshield and the RFID tag on its front-right (passenger side) headlight.

- ☐ **RESIDENT-MEMBER**
(Property owner residing in Forbes Park)
- ☐ **NON-RESIDENT MEMBER**
(Property owner NOT residing in Forbes Park
whose property is being leased)
- ☐ **TENANT/LESSEE**
- Twelve (12) Inter-Village stickers max.**
- P125.00 each

Forbes Park Only sticker
- In excess of 12 - P6,000.00 each
- Sponsored non-resident - P6,000.00 each
- Motorcycle of household staff - P125.00 each
- Five (5) Inter-Village stickers max.**
- P125.00 each

Forbes Park Only sticker
- In excess of 5 - P6,000.00 each
- Sponsored non-resident - P6,000.00 each
- Motorcycle of household staff - P125.00 each
- Seven (7) Inter-Village stickers max.**
- P125.00 each

Forbes Park Only sticker
- In excess of 7 - P6,000.00 each
- Sponsored non-resident - P6,000.00 each
- Motorcycle of household staff - P125.00 each

Price	Sticker No.	Plate No.	Registered Owner	Make	Series	Year	Color
This column to be filled-up by FPA							
FPA INTER-VILLAGE STICKER							
	1.						
	2.						
	3.						
	4.						
	5.						
	6.						
	7.						
	8.						
	9.						
	10.						
	11.						
	12.						
FORBES PARK ONLY STICKER (No Inter-Village Access): Put check mark if vehicle is Resident-Owned (RO) or Sponsored (S)							
Commercial vehicles: trucks, school buses, cars w/ side marking • Sponsored private cars • In excess of the allotted inter-village stickers • MC/E-Bike							
<input type="checkbox"/> RO <input type="checkbox"/> S	1.						
<input type="checkbox"/> RO <input type="checkbox"/> S	2.						
<input type="checkbox"/> RO <input type="checkbox"/> S	3.						
<input type="checkbox"/> RO <input type="checkbox"/> S	4.						
<input type="checkbox"/> RO <input type="checkbox"/> S	5.						

UNDERTAKING AND DECLARATION
I read and fully understand the 2025-2026 FPA Vehicle Stickers Issuance Guidelines printed at the back hereof including FPA Rules and Regulations, related guidelines and circulars. I also understand and agree that I shall be responsible for the proper use of the vehicles listed above while in the premises of Forbes Park, including but not limited to the integrity of persons aboard the vehicles and propriety of materials being transported which may be subjected to security inspection at such instances that the FPA security may deem necessary. For new vehicle applications, I undertake to comply with security review procedures and requirements of FPA. I also understand that new vehicle sticker application may be denied due to findings and non-compliance with the requirements of FPA and that FPA reserves the right to ultimately allow or disallow new vehicle sticker application with security review findings.

I further undertake that the FPA Traffic Rules and Regulations, access control procedures and other security policies enforced will be complied with. All fines and penalties that may be imposed by FPA on any traffic violation committed by the owner/driver of any of the above-listed vehicles shall be settled accordingly. Ownership of the car sticker remains with FPA. The sticker is solely intended for the purpose of security identification and authorization to enter the gates of Forbes Park and for the use of the village roads.

If any of the above listed vehicles is involved in an accident or incident that necessitates an investigation by law enforcement agencies, FPA shall have the right to provide all relevant information on the ownership and details of the vehicles involved to aid in the investigation and its speedy resolution.

I certify that all the representation and information written on and attached to this application form are true and correct.

Owner’s/Tenant’s Name : _____
Signature : _____
Residence Address : _____

2025-2026 FPA Vehicle Sticker Issuance Guidelines

I. MIVA SECNET POLICY (Jointly approved by BAVA, DVA, FPA and UVA)

- Strict maximum of twelve (12) Inter-Village Stickers per property. The 12 stickers privilege shall be strictly limited only to residents/property owners and immediate family members. This means parents, children and siblings only.
- Residents must honestly declare in the vehicle sticker application form if the vehicle is resident-owned or owned by a third party (non-resident being sponsored for issuance of a sticker). Resident's declaration shall be considered true and factual. Any misrepresentation may be ground for the cancellation/revocation for the sticker issued.
- Beyond the allocated 12 Inter-Village Sticker entitlement, village-specific stickers valid only for entry/exit at the issuing village (i.e., Forbes Park only sticker; no inter-village access) shall be issued to the property owner/resident.
- Vehicles of third parties (non-residents/non-property owners sponsored by a resident/property owner/long-term lessee) shall be issued with a village-specific sticker (e.g. Forbes Park only sticker, no inter-village access).
- A third party issued with a Forbes Park only sticker can also apply separately for the stickers of the other 3 villages upon written endorsement from the sponsoring property owner/resident through the FPA Management. For example, if a third party enclosed by an FPA member is issued with a Forbes Park only sticker, that third party may also apply for a BVA, DVA or UVA sticker upon endorsement by FPA. Same process is followed by the other 3 villages.
- The privilege of access to the other villages using and Inter-Village Sticker is for passing through only and not for parking inside a village unless visiting a particular resident thereat.
- Owners/Drivers of vehicles bearing an Inter-Village Sticker issued by any of the MIVA villages must follow all traffic rules and regulations of the issuing village, as well as of the other member villages. Motorists must at all times show respect and courteous attitude to the security officers/traffic enforcers implementing the traffic rules and regulations.
- Fines imposed on any traffic violation must be settled promptly at the village administration office concerned. Serious traffic violations may result to the revocation of the inter-village access or cancellation of the sticker issued to the vehicle subject of the violation.
- Removal of sticker and affixing it to another vehicle is strictly prohibited. Penalty for illegally transferring a sticker to another vehicle is P5,000.00.
- All vehicles issued with Inter-Village Sticker shall be strictly for private use of the owner. However, if such conveyance is used as public utility/for hire vehicles or for any other commercial purpose, the issued stickers shall be automatically cancelled/invalidated. In addition, a fine of P5,000.00 shall be imposed.
- Lessees/tenants with terminated lease agreements and who are moving out for Forbes Park must surrender to FPA all the car stickers issued to them as part of the Move Out Clearance requirements. If the stickers are not surrendered, the access authorization of the vehicles with FPA stickers issued under their name shall be deactivated from the Vehicle RFID System.

II. REQUIREMENTS and APPLICATION PROCEDURE

1. Fill-out all information required on Vehicle Sticker Request Form; it must be signed by the property owner/resident;
2. Attach the following required supporting documents:

RENEWAL (with existing FPA sticker)	NEW (without existing FPA sticker)
Dully filled-out Application Form only.	Dully filled-out Application Form and: <ol style="list-style-type: none">a. Photocopy of most recent Official Receipt (OR) & Certificate of Registration (CR).b. For newly-acquired vehicles without OR & CR yet, any valid proof of ownership by the property owner/resident, e.g. (1) photocopy of the Sales Invoice and Delivery Receipt from the dealer, and (2) Deed of Sale for acquired second-hand vehicles not registered yet to the name of the owner.c. If the vehicle is registered under a company, corporation, organization of an embassy, a certification issued by company's Corporate Secretary or the authorized signatory of the Embassy, stating that the vehicle is assigned for the use of the resident applicant. A photocopy of ID card of the Corporate Secretary who executed the Secretary's Certificate is also required.
3. Prior to payment, all sticker application must be screened and evaluated first by the FPA Security Manager for the completeness of the information and required supporting documents.
4. Upon clearance by Security Manager, payment of corresponding fees shall be made at the Cashier.
5. The sticker shall be affixed on the vehicle's windshield only by FPA authorized personnel, while the matching RFID tag shall be placed on the vehicles front-right headlight.

III. OTHER PARTIES QUALIFIED TO AVAIL OF FORBES PARK ONLY STICKER

1. Kasiyahan Townhomes and Manila Polo Townhomes residents (endorsed by their HOA; max. 2 stickers per resident) - P6,000.00
2. School service vehicles (must be endorsed by a resident) - P6,000.00
3. Commercial vehicles (trucks and/or cars with side marking) owned by residents - P6,000.00
4. In excess of the allotted inter-village stickers - P6,000.00
5. E-Bikes and Motorcycles of residents, *household staff WITH REGULAR/GREEN ID - P125.00 only
*household staff requirement for new MC - photocopy of the following: regular/green ID, OR/CR, Deed of Sale for second hand.

IV. OTHER IMPORTANT GUIDELINES

1. Vehicle stickers will be issued only to members/residents who are updated on the payment of their membership dues and other assessments. Members on delinquent status are not entitled to issuance of vehicle stickers.
2. Members/Residents who are previously cited for traffic violations and who have not paid yet the corresponding fines/penalties must settle first the unpaid fines before issuance of the new sticker to the particular vehicle subject of traffic citation.
3. The car sticker RFID tag must be affixed to the vehicle only by authorized FPA personnel. The vehicle must be brought to the Forbes Park Community Center on the designated area where placement of the sticker is being done.
4. In case of sale and transfer of vehicle ownership, the FPA Office must be notified of the sale. The FPA sticker and RFID tag must be removed and surrendered to FPA for cancellation in the system database before the vehicle is turned over to the new owner. A replacement sticker can be availed at the minimum cost only upon surrender to the FPA Office of the car sticker and RFID tag removed from the sold/disposed vehicle.
5. Any issue that may arise concerning the application and issuance of FPA vehicle stickers shall be brought to the attention of the Chairman of the Security, Safety and Traffic Committee for decision and resolution.