



## REQUEST FOR NEW VEHICLE DECAL

Vehicle decals are issued from the GRS Management Corporate office and mailed to the resident of the home. In order to request a vehicle decal please follow these steps:

Email [customerservice@grsmgt.com](mailto:customerservice@grsmgt.com) with the items listed below:

- Copy of your new vehicle registration showing ownership
- The Decal number of the vehicle that is no longer in the Community (if applicable)
- Your Full Name, best phone number to reach you at, and your address

Once your Community Administrative Assistant has this information they will mail the decal to you directly. The decal will be activated when it leaves the GRS Corporate Office. Once you receive your decal Affix the decal to your vehicle in a similar location to the other decals you have. (See attached instructions for assistance)

**NOTE: Decals will not be issued for service providers, or any non resident of Riverbend POA. All service providers and guests must use the call box to gain entry to the Community.**

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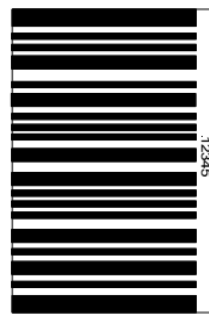
Community Manager  
Mathew Lamore, LCAM  
[mlamore@grsmgt.com](mailto:mlamore@grsmgt.com)

# Riverbend

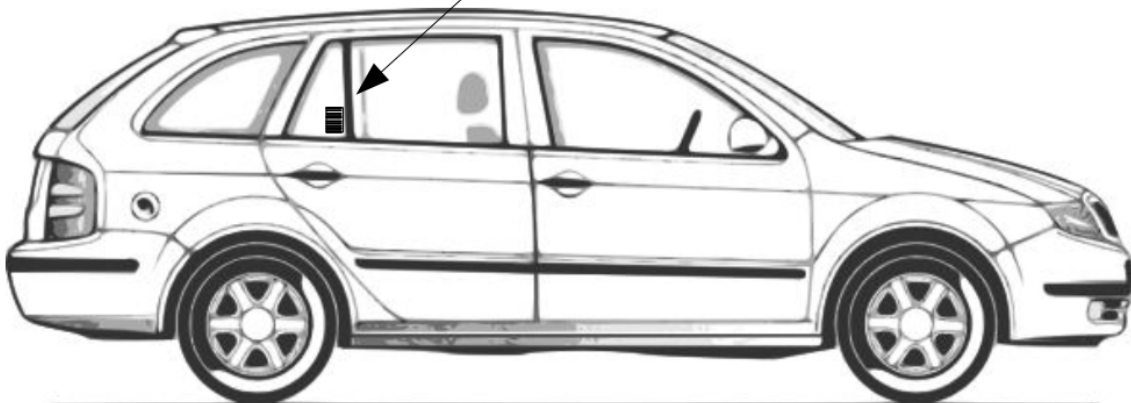
## Applying Decals to Vehicles – Passenger Side

### General Guidelines for applying decals:

- Place decals on the same side of the vehicle that the reader is on.
- Apply to the outside of the window glass. **Decals will not read reliably through the glass.**
- Orient decal with the stripes running horizontal. (as shown).
- The bottom of the decal should be at least 36 inches above the ground.
- The top of the decal should be no more than 65 inches above the ground.
- Place decal in an unobtrusive spot on the rear side window. Windows that do not open are preferred.
- The numbers printed on the decal should be on either the left or right side, never the top or bottom. The decal should be applied vertically, aligned as straight as possible.
- If placed on the vehicle anywhere other than glass, it can be difficult to remove the decal without damaging the surface.



YES



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## Applying Decals to Vehicles

### Recommended application procedure:

#### Clean the Window.

1. Clean the window glass using SoftScrub® or other mild abrasive cleaner. **Do not use glass cleaner.** Mild abrasive cleaners will not scratch the window, but are very effective at removing wax or other chemical coatings that will interfere with the decal bonding to the glass. Most glass cleaners now contain silicone or other chemicals that “fill in” pits and scratches in the glass. This also leaves a coating on the glass that prevents the decal from bonding to the window, making it easier to remove intact.
2. Place a small amount of SoftScrub® or other mild abrasive on a green plastic scrubber pad and gently scrub the area where the decal will be applied for 10 – 20 seconds.
3. Rinse and dry the window glass.

#### Apply the decal.

**Note:** This procedure uses a squeegee from BAI to help apply decals. A thin straight edge such as a credit card can be used instead of the squeegee.

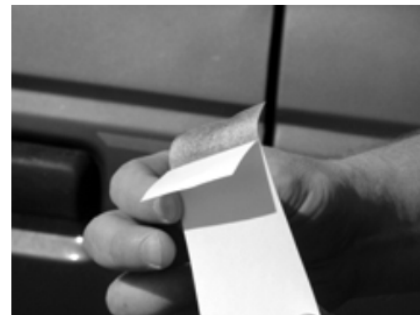
Using these directions should result in a strong bond with the window glass. The decal should not appear “stretched” or have bubbles from trapped air.

**Warning:** The backing paper supports the decal and helps it keep the rectangular shape. The decal material itself is relatively soft and may stretch or sag if the backing is completely peeled off before the decal is applied. For best results, follow these steps:

1. Peel top of decal back about 1”



2. Bend backing paper flat against back of decal



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## Applying Decals to Vehicles continued

### Apply the decal. (continued)

3. Line up decal in desired location on window, then press firmly on top where the backing was peeled back



4. Place squeegee at top of decal. Press firmly against window and run it smoothly down the decal



5. Hold backing with other hand



6. As you move the squeegee down, backing will come loose



7. Decal is now in place

