

Waikiki Banyan
MEMORANDUM

DATE: November 17, 2017

TO: Waikiki Banyan Ohana

CC: Security Department, Gilbert Biaquis, Roxanne Manuel, Jon McKenna, Michael Job

FROM: Sterling Paulos, General Manager

**SUBJ: 2018 Owner Annual Parking Pass
Assignment/Distribution**

Aloha WB Ohana,

Be advised that as the end of year is quickly coming upon us, we will be starting to issue the 2018 Owner Parking Pass(s) beginning on Monday, December 18th from the Administration Office.

Attached is a copy of the Owner Authorization for Parking Pass Assignment Form which we will need to be completed by the unit(s) owner(s) and returned to the Administration Office in person, or by fax (808-921-2037) or by email (sterling@waikikibanyan.org)

These forms are also available on our website at www.waikikibanyan.org or just stop by the Administration Office and we can assist. Thank you for your cooperation and on behalf of the AOA employees and staff, we wish you all a safe and Happy Holiday Season!

Mahalo 😊

