

## **RULES FOR USING THE RG PARKING LOT**

### **I. GENERAL TERMS OF USE**

1. This parking lot (hereinafter – the Parking Lot) is a private property. Only vehicles (hereinafter – the Vehicles) that are registered in accordance with the procedures specified in applicable laws and regulations and with appropriately installed state registration number plates are permitted to be parked in the Parking lot. Control of the compliance with the General terms of use of the Parking Lot (hereinafter – the Terms) is performed by SIA Nova Caeli (hereinafter – the Operator), registration no. 40203048853, address: 91 – 3 Dzirnavu Street, Riga, LV-1011, <https://www.novacaeli.eu>.

2. The Terms, based on Sections 1428, 1535 and 1537 of the Civil Law, are an agreement on the use of the Parking Lot, which is concluded between the parties that are not present. The Agreement on the use of the Parking Lot (hereinafter – the Agreement) is concluded from the moment when the Vehicle enters the Parking Lot, thus expressing the will to be bound by the Agreement.

3. The User shall be entitled to use the Parking Lot for a fee for an independently chosen period of time, by making a prepayment in accordance with the procedure laid down in the Regulations, according to the indicated tariff rate, except for Vehicles with subscriptions (Permits), may use every day between 00:00 and 24:00.

4. For vehicles with permits, the parking use and the fee shall be determined in accordance with agreements that have been concluded between the absent parties.

5. In case the Vehicle User makes a prepayment for the use of the Parking Lot, the Vehicle User is obliged to immediately leave the Parking Lot with the Vehicle after the end of the paid Parking Lot time. If the User does not leave the Parking Lot with the Vehicle, then it is considered that the User repeatedly expresses the wish to use the Parking Lot and enters into a new agreement on the use of the Parking Lot.

6. Stopping and parking of vehicles in the Parking Lot is allowed only in duly marked places, observing the Terms, road traffic procedures specified in laws and regulations, informative signs, horizontal road markings, and without creating difficulties to the use of the Parking Lot for other Users.

7. The time of use of the Parking Lot is controlled by the Operator with the video cameras installed in the Parking Lot by registering the Vehicle registration numbers (entering and leaving the Parking Lot) and counting the time of use of the Parking Lot.

8. Compliance with the Terms is monitored by Operator representatives using technical means (photographic or video equipment), and the data recorded by Operator representatives is evidence of factual circumstances.

9. The Operator shall be entitled to impose a fine of EUR 35.00 (thirty-five euros), for which a fine slip shall be issued and placed on the windscreen of the Vehicle or a fine invoice shall be sent to the owner or keeper of the Vehicle if the Parking Lot is used in violation of the Regulations. The payment of fine must be made within 14 (fourteen) days of the date of issue of the ticket or the date of sending the invoice (postmark). After the fine has been imposed, the Vehicle must be immediately removed from the Parking Lot. If the User does not leave the Parking Lot with the Vehicle, then it is considered that the User repeatedly expresses the wish to use the Parking Lot and enters into a new agreement on the use of the Parking Lot.

10. If the payment invoice or penalty charge notice is not paid within the specified time period for the purpose of fulfilling obligations, the Operator has the right to transfer the debt to a debt collection company in accordance with the law and regulations. The Operator obtains information about the owner of the vehicle in the database (CSDD) and in the Physical Data Register of the Office of Citizenship and Migration Affairs in accordance with the procedures specified in regulatory enactments.

11. In cases of violation of Clause 6 of the Rules or in case of long-term violation (lasting more than 24 hours), the Operator has the right to move the Vehicle or, based on Sections 1735 and 1736 of the Civil Law, to exercise the right of detention. The costs of moving the Vehicle shall be borne by the Vehicle User. The exercise of the vehicle lien is terminated upon payment of the fine imposed.

12. Parking spaces with traffic sign no. 942 are designed for parking with a disability parking permit. However, these parking spaces are not free of charge, and they must be paid according to the tariff rate visible on the parking meter.

13. When paying for the Parking Lot using the Mobilly App or sending a mobile phone text message to 1859 the Vehicle User must comply with the payment service regulations of SIA "Mobilly".

14. The data processing policy of the Operator is available on the Operator's website <https://www.novacaeli.eu>.

15. The Vehicle User is responsible for the safety of the Vehicle and the property located in the Parking Lot.

## **II. PAYMENT PROCEDURE**

16. The Vehicle User shall be entitled to use the Parking Lot for a fee for an independently chosen period of time, by making prepayment at the tariff rate set at the Parking Lot. The prepayment is payable immediately after the Vehicle has been parked in the Parking Lot. Payment must be made in one of the following ways:

- a) By making a payment and entering the State registration number of the Vehicle in the Paying Machine;
- b) By starting to pay for the time of using the Parking Lot using the mobile app of SIA Mobilly (hereinafter – the Mobilly App) or by sending a text message to mobile phones to 1859.

17. The Vehicle User is entitled to use the Parking Lot:

- a) Until the end of the term of the right to use the Parking lot paid for and indicated in the Paying Machine;
- b) Until the Vehicle User sends a notice of termination of use of the Parking Lot via the Mobilly app or by sending a mobile phone text message to 1859 and has paid for the period of use of the Parking Lot (expiry of the parking right).

18. In the event that the Vehicle User leaves the Parking Lot without making the payment, he/she is obliged to make a post-payment on the website <https://www.mobilly.lv/mpay> immediately, but no later than within 72 hours from the moment of leaving the Parking Lot.

### **III. SPECIAL CONDITIONS**

19. From 8:00 to 10:30, suppliers of Galleria Riga tenants, are entitled to use the Parking lot one hour a day free of charge if the Supplier independently register the State registration number of the Vehicle in the electronic registration system (hereinafter – the Electronic Registration System) located in the security premises and observe the time of use of the Parking lot indicated therein.

20. If the right to use the Parking Lot is not granted free of charge, the Vehicle registration number is not registered in the Electronic Registration System, or if the Vehicle User has not purchased a subscription on the website mans.mpay.lv, the Vehicle User is obliged to pay in accordance with these Rules.

21. Offering or advertising, distribution of goods, placement of devices that play advertising audio materials or trailers with advertising materials without prior agreement with Operator is prohibited. A contractual penalty of EUR 500 is applicable for placing advertisements in the Parking Lot without approval.