



ALABANG HILLS VILLAGE ASSOCIATION, Inc.

Clubhouse, Don Jesus Boulevard, Alabang Hills Village, Cupang, Muntinlupa City, 1771
Tel No. 8850-8254 * 8850-9631 E-mail: ahvastickeridprocessing@gmail.com
Website: alabanghillsvillage.com

VEHICLE STICKER APPLICATION FORM

I. Type of Application (please check)

Revised copy – April 2025

☐ Homeowners/Lot Owners

☐ Tenants

☐ Alabang New Life/
San Beda College

☐ Non - Residents

Family Name	First Name	M.I.
Address		Tel. No.
Registered Owner of Vehicle		
Address		Tel. No.

Endorsement - Either from an AHV resident, Village Association, School or Organization
(for non-AHVA member/s-no endorsement, no issuance of sticker)

Name	Signature
Address	Tel. No.
Relationship Details (please encircle- blood relative, in-laws, business associate, friend, others)	

II. Description of Vehicle

Vehicle Details (to be filled-out by applicant)						Payment Details (For AHVA Use only)			
No.	Make	Series	Color	Plate No.	Previous Sticker No. (For Renewal)	New Sticker No.	Invoice No.	Date	Amt. Paid
1.									
2.									
3.									
4.									
5.									

III. Requirements

For New & Renewal Application

Attach to this Form the latest photocopies of the following:

- A. If vehicle is under your name
 - 1. Official Receipt (OR) of vehicle
 - 2. Certificate of Registration (CR) of vehicle
- B. If vehicle is not under your name
 - 1. Items 1 & 2 of A
 - 2. Notarized Deed of Sale
- C. If vehicle is under the name of Company
 - 1. Items 1 & 2 of A
 - 2. Company Certification signifying that the applicant is the authorized user
- D. If vehicle has been recently acquired-no plate/s yet
 - 1. Delivery Receipt
 - 2. Sales Invoice

AHVA has the right to demand for other requirements as the need arises

(above documents are no longer required for AHV residents who are renewing their last year's vehicle stickers;
just fill-out this form and indicate the previous sticker number)

IV. Application Procedure

1. Fill-out this Form and affix your signature on the back page.
2. Book an appointment and wait for the automatic reply from the website on the processing, payment arrangements & appointment day.
3. On your appointment day, submit the filled-out Form, together with the endorsement and required documents.
4. Authorized AHVA sticker crew will affix the sticker on the windshield (*driver's side*) of the vehicle.

For AHVA Use only

Processed by	Remarks

Please read AHVA Applicable Rules & Regulations at the back, then sign to indicate conformity
- Attached is a copy of the Roundabout Driving Regulations -

ALABANG HILLS VILLAGE
AMENDED TRAFFIC & PARKING RULES & REGULATIONS
AMENDED PENALTIES & SANCTIONS
Barangay Cupang, Muntinlupa City

Revised copy – April 2025

General Rules & Regulations	
1.	Misdeclaration of information or misapplication of sticker or violation of AHVA traffic rules and/or any provisions stated herein shall be grounds for confiscation of sticker without prejudice to whatever sanctions allowed by law. All AHVA Traffic & Parking Rules & Regulations must be observed to avoid having your sticker confiscated or paying penalty. Sticker may be withdrawn, removed or confiscated from the vehicle involved in the violation/s of AHVA traffic rules without prejudice to whatever sanctions allowed by law.
2.	That AHVA Sticker should be removed and surrendered to AHVA if vehicle is sold.
3.	Sticker is non-transferrable.
4.	Vehicle/person caught with the fake sticker will be banned from Alabang Hills Village permanently.
5.	Alabang Hills Village is a residential zone. All traffic signs and speed limits must be obeyed; signal lights must be used at all times; no unnecessary blowing of horn, no loud playing of boom boxes, stereo, etc.
6.	FULL STOP and STOP signs in the entrances/exits must be obeyed. Headlights must be dimmed at the entrances/exits at night.
7.	The following parking rules must be observed: <div><div>A.</div><div>Homeowners should at all times park their vehicles in their carports inside their property.</div><div>B.</div><div>Homeowners may use designated village streets for parking their excess light vehicles taking care not to inconvenience fellow residents. Please make sure that heavy/wide vehicles should be parked inside your carports.</div><div>C.</div><div>Homeowners may request for permission from lot owners to avail of vacant lots nearby to be used for extra parking. This however, must be confirmed by the Village Administration and subject to vacant lot use rules and regulations.</div><div>D.</div><div>On designated tertiary streets, parking on One side of the street will be allowed as designated Day 1-15 Odd numbered address side and Day 16-31 Even numbered address side.</div><div>E.</div><div>Heavy vehicles such as school buses, trucks, closed vans and trailers or similar commercial vehicles are not allowed to park on our streets. They should be parked inside the carports.</div><div>F.</div><div>Parking along center islands is strictly prohibited.</div><div>G.</div><div>Visitors or vehicles without resident stickers are not allowed to park in our streets from 12:00 midnight – 6:00 a.m. except during special events with the express notice given and confirmed by the Village Administration.</div></div>
8.	Vehicles bearing non-resident stickers are allowed to pass thru AHV main roads (DJB and DMB) from 5:00 a.m. – 10:00 p.m. only. Overnight parking is prohibited.
9.	Motorcycle riders should wear helmets at all times. They may be requested by security to remove them for routine checks and inspections within the Village premises.
10.	Unclaimed Vehicle Sticker after ninety (90) days from payment will be considered void and shall be destroyed accordingly.
11.	AHVA Traffic & Parking Rules & Regulations will be enforced strictly. Our Village security guards have been deputized by the Muntinlupa City Government and they will apprehend violators.
12.	Non-resident’s failure to pay fines will result to confiscation of stickers; and must pay FULL RATE of sticker fee to re-apply.

Penalties & Sanctions				
TABLE OF VIOLATIONS		PENALTIES AND SANCTIONS		
		1 st Offense	2 nd Offense	3 rd Offense
1.	a) Intentional and unauthorized transfer of sticker	₱ 5,000.00	2-year ban from the Village (Vehicle/Applicant)	
	b) Fake sticker	₱ 15,000.00 + Permanent ban from the Village (Vehicle/Applicant)		
2.	Necking or any indecent activity in the vehicle	₱ 1,000.00	₱ 2,000.00	₱ 5,000.00
3.	Traffic violations: disregarding traffic signs/officer, not giving way in roundabout, no helmets for motorcycle/2-wheel e-bike riders	₱ 500.00	₱ 1,000.00	₱ 2,000.00
	Illegal/unauthorized parking, alternate one-side parking (wheel touches the asphalt/road)	₱ 1,000.00		₱ 2,500.00 + clamping
	Speeding over the limit (40 kph)	₱ 1,000.00	₱ 2,000.00	₱ 3,000.00
			4 th Offense - ₱ 5,000.00	5 th Offense - ₱ 10,000.00
	Reckless driving	₱ 10,000.00		
4.	Noisy mufflers, extra loud audio systems, broken headlamps, tail lights	₱ 500.00	₱ 1,000.00	₱ 2,000.00
5.	Spitting, vomiting, bathing, littering, defecating or urinating in public view and in common areas in the village	₱ 200.00	₱ 400.00	₱ 600.00 & banned from AHVA
6.	a) Arrogance/refusal to follow village regulations b) Use of roads for driving lessons c) Driving expired driver’s license/without license	₱ 1,000.00		
7.	a) Driving under the influence of alcohol/illegal substances	₱ 10,000.00 + impounding		
	b) Damage to AHV facilities like village gates, security outposts, boom bars, traffic signages, landscaping and other similar structures	Minimum of ₱ 5,000.00 up to actual replacement cost whichever is higher. Non-residents will be banned from AHVA		
	c) Damage to residents’ properties			

***REFUSAL TO PAY PENALTIES WILL RESULT IN A TRAFFIC CITATION AND CONFISCATION OF STICKER/S.**

UNDERTAKING of STICKER APPLICANT

I hereby bind myself and agree to follow all the rules and regulations of Alabang Hills Village Association (AHVA) as stated herein. Should I be apprehended due to the violation of any rule/s or regulation/s of AHVA, I shall pay the corresponding penalty and/or accept whatever sanctions will be imposed by AHVA.

I also certify that a copy of the rules & regulations has been given to me for reference, guidance & compliance.

I further undertake to remove and surrender the AHVA sticker in case of sale or irreparable damage of my vehicle. I further certify that I have read and understood the aforesaid AHVA rules & regulations with no reservation and do hereby commit my full cooperation and compliance.

(Applicant’s signature over printed name)

Date