

Parking Lot Permit

Definitions:

This Parking Lot Permit Agreement (“Agreement”) is issued by the City of Santa Rosa (“City”) to the recipient of the Permit (“Permittee”) as holder of a Parking Permit for parking privileges.

Terms & Conditions:

This Agreement shall continue in force through the last day of the month for which Permittee has paid the monthly Permit fee. Permittee shall provide necessary information upon request by the City, or the City’s employee and/or agent, to confirm Permittee’s personal use of the Parking Permit. Permittee is responsible for updating all information changes, including name, address, telephone number, and vehicle license plate information. This can be done by email to srparking@srcity.org; fax to (707) 543-3317; or mail to Finance Department, Parking Division, 90 Santa Rosa Avenue, Santa Rosa, CA 95404. Failure to comply fully with a request for necessary information may result in immediate cancellation of this Permit. Permittee shall promptly inform all holders of Access Cards under this Permit of the terms and conditions of this Permit, as they may be amended from time to time by the City. **This Parking Permit is for Non-Reserved parking. All parking privileges are subject to the availability of a parking space on a first-come, first-served basis and at the Permittee’s risk.** Permittee must park in the designated permit parking area with the current month’s sticker displayed or Permittee will be subject to a citation. Prior to the issuance of any lot permits, all outstanding parking tickets issued to the Permittee must be paid or dismissed by the City.

Initial Application:

Initial application must be made in person at: Finance Department, Parking Division, 90 Santa Rosa Avenue, Santa Rosa, CA 95404. *Persons with disabilities may mail in applications for Parking Permits.*

Renewal:

This Agreement is renewable by payment of the monthly Permit fee on or before the 23rd day of the month in which the Permit expires. Payment may be made by mail if paying by check, by telephone if paying by credit card or in person at Finance Department, Parking Division. When the renewal deadline falls on a City holiday or weekend, the deadline will be the following business day. Failure to maintain continuous renewal may result in Permit being sold to the next available individual on that Lot’s waiting list.

Termination:

The City will not make any refunds or prorations. The City reserves the right to cancel the card/permit and privileges at any time, without cause, with 30 days’ written notice mailed to Permittee. Permittee acknowledges that the City is not obligated to relocate Permittee upon notice of termination of the parking account or closure of the subject parking lot. Any Permittee found to be misusing their parking privileges will be subject to termination of privileges.

Rates & Fees:

Current rate and fee schedules are available online at: www.srcity.org/parking; or at Finance Department, Parking Division, 90 Santa Rosa Avenue; or by calling (707) 543-3325. A replacement fee equal to half the monthly permit rate will be charged for each lost or stolen permit of an Individual permittee, subject to availability. Lost or stolen business permits may be purchased at the regular monthly rate, subject to availability.

Use & Display of Permit:

The Permit is for the sole use of the registered Permittee and is non-transferable. Upon attempted transfer, this Permit may be terminated. This Permit authorizes Permittee to park one (1) automobile, as listed on the Permittee’s application, in the Lot for which the Permit was issued. Permit must be clearly visible, either hung on rear view mirror or displayed clearly on the dash. Failure to park in the designated Parking Permit areas may result in the issuance of a parking citation and/or the revocation of the Permit. Recreational Vehicles and trailers are not eligible for lot permits.

Acknowledgment:

By accepting the Permit, Permittee acknowledges that the City of Santa Rosa, as licensor, is not responsible for fire, theft, damage to, or loss of said vehicle or any articles left therein. Only a license is granted hereby and no bailment is created. Permittee has read, understands, and shall comply with the terms and conditions of this Permit. Furthermore, Permittee shall comply with the directives posted in the parking lots (such as no parking, red curb areas, disabled parking, parking between the lines, small/compact car only, speed limits, directional flow, and stop signs). All rules and regulations apply.



Parking Lot Permit

Lot: _____

Business

Individual:

SMART Train Commuter:

Section 1: Account Information

Company/Name: _____

Address: _____

City/Zip: _____

Contact: _____

Phone: _____

E-mail: _____

Fax: _____

Section 2: Access Card Holder Information

Full Name: _____

Hang Placard#: _____

Vehicle #1 – Make: _____

License Plate Number: _____

Vehicle #2 – Make: _____

License Plate Number: _____

Full Name: _____

Hang Placard#: _____

Vehicle #1 – Make: _____

License Plate Number: _____

Vehicle #2 – Make: _____

License Plate Number: _____

I HEREBY ACKNOWLEDGE RECEIPT OF THE MONTHLY PERMIT CARD AND PERMIT AGREEMENT. I AGREE TO ALL TERMS AND CONDITIONS SET FORTH IN SAID AGREEMENT.

Signed: _____

Date: _____

Office Use Only

Processed By _____

Date _____

Lot _____

Acct # _____

TDS Check Yes No