



Monthly Permit Application/Agreement

Date: _____

Permit Holder Information:

Name (Individual or Company) _____
 Last Name First Name MI

Address _____
 Street City State Zip

Phone Number _____
 Residence Work Other

Vehicle License (Record all vehicles) _____

<u>(Office Use Only)</u>			
New / Replacement	Account # _____	Permit # _____	Participant# _____
Individual _____	Company (letterhead required) _____	Carpool _____	
Amount Paid _____	Garage/Surface Lot _____		
Prepared By _____			

Parking Agreement – This contract limits our liability. Please read.

- The Permit and Use:** The permit authorizes the parking of one (1) passenger vehicle in a designated garage/surface lot at any single time. Permit is for lot designated and no definite space is assigned. The permit holder is responsible possessing their permit when entering and exiting their assigned garage or surface lot.

Access Card: Permit holder will scan card at entrance and exit to access garage.
Prevailing daily rate will be charged to vehicle operator if access card is not used as directed.
Hanging Permit: Hangtag must be displayed at all times from rearview mirror.
Any vehicle not displaying hangtag in plain view will be subject to a parking citation.

Permit is for sole use of the registered permit holder and is non-transferable. Parking space is rented on a calendar month basis, running from the first through the last day of the month.
- Payment:** Full payment is due on or before the 1st of each month. A \$10 late fee will be charged for payments received after the 5th day. If full payment is not received by the 10th day, all permits registered under the account will be deactivated until the account is paid in full. Permit owners will be responsible for any and all fees resulting from delinquent payments. Payment may be mailed or delivered to 921 10th Street, Suite 100, Sacramento, CA 95814. Make checks payable to: City of Sacramento. Please list account number on check.
- Card Fee:** A fee will be imposed for replacement of any lost, stolen, or damaged permits. Please report a lost or stolen permit immediately to the Parking Administration Office 808-5110. To replace lost permit for a surface lot, permit holder will pay pro-rated amount of monthly rate for the duration of that month. Reinstatement fee will apply to reopen accounts.
- Rates:** The monthly fee is subject to change, as rate and fee schedules are set by City Council Resolution. Notice of changes shall be published at the facility.
- Closing Account:** Permit holder may close account by providing written notification to the Parking Division at 921 10th Street, Suite 100, Sacramento, CA 95814. Permit holder will be charged for any and all use of permit.
- Lot Staff:** Location supervisor or attendants may not be authorized to make or allow any exceptions to this Agreement and operating regulations.
- Liability:** Liability is limited as posted in the parking facility and as stated herein. The permit holder waives and releases any claim for injury, damage, or loss resulting directly or indirectly from any action or failure to act by the City of Sacramento and its employees under this agreement, including but not limited to, any loss of vehicle or contents, or any damage to vehicle by vandalism, theft or accident. Permit holders are advised not to leave articles of personal property of any value in vehicle and agree not to hold City of Sacramento responsible for loss of property or damages resulting from loss of property left in vehicle in violation of this agreement.
- Cancellation:** The City of Sacramento reserves the right to cancel the permit and terminate this agreement without notice, upon the failure of permit holder to pay any fee or charge, or to perform any act or obligation imposed or required under this agreement. The City may cancel the permit and terminate this agreement for any reason by providing permit holder written notice of such cancellation.