**Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Home Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_ Zip Code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Home Phone# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Vehicle #1 VIN \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ License# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Make \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Model \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Color \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Vehicle #2 VIN \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ License# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Make \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Model \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Color \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Visitors permit** (optional) **Resident Email** (Optional) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE READ AND UNDERSTAND THE FOLLOWING RULES AND PROCEDURES**

1. Each Residential unit in the Residential Permit Parking area may obtain a maximum of TWO permits for specific vehicles owned by the residents. One additional permit per residential unit may be obtained as a “visitor permit”.
2. Each annual permit issued is valid for parking January 1 through December 31st of the calendar year.
3. The cost for each residential permit is $25.00 per permit.
4. Each Residential area is assigned a COLOR CODED permit. Your permit is valid only for your residential address.
5. Each resident is required to park in as close proximity to their address as possible.
6. Any vehicle parking in a Residential Parking area in violation of the terms of the Permit Parking ordinance shall be subject to a fine of $75.00 and/or shall be impounded in accordance with section 31-209.
7. A current utility bill, matching the street address on this application, must be provided to obtain a Residential Permit Parking permit. Acceptable utility bills are: gas, electric or water.

**PLEASE NOTE: THE RESIDENTIAL PARKING PERMIT DOES NOT GRANT YOU ACCESS TO PARK IN OTHER RESIDENTIAL PARKING AREAS.**

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Signature Date

**Mail original completed application, utility bill (copy) and payment to:**

City of Charleston - Parking

915 Quarrier Street, Suite 2 **Questions?** Phone: (304)348-8158

Charleston, WV 25301 EMAIL: parking questions@cityofcharleston.org