

# CITY OF UKIAH

## APPLICATION FOR PARKING PERMIT



NAME	_____	WORK PHONE	_____
BILLING ADDRESS	_____	HOME PHONE	_____
HOME ADDRESS	_____	EMAIL ADDRESS	_____
EMPLOYER	_____	WORK ADDRESS	_____

Are you currently parking in a permitted space? ☐ Yes ☐ No If yes, Space \_\_\_\_\_ in Lot \_\_\_\_\_

	VEHICLE #1	VEHICLE #2	VEHICLE #3
LIC #			
MAKE			
COLOR			

### OFFICE USE ONLY

OFFICE USE ONLY

DATE ISSUED \_\_\_\_\_ RECEIVED BY \_\_\_\_\_ FEE COLLECTED \_\_\_\_\_

*DAILY RATE x #BUSINESS DAYS = PRORATED FEE (1<sup>st</sup> month) x remaining months in quarter (Jan-March, April-June, July-Sept, Oct-Dec)*

MONTHLY RATE	\$20.00	\$25.00	PAPER
--------------	---------	---------	-------

CUSTOMER NUMBER ISSUED \_\_\_\_\_ LOT \_\_\_\_\_ SPACE \_\_\_\_\_

### CUSTOMER COPY

## PARKING PERMIT INSTRUCTIONS

City of Ukiah parking permits should be displayed on the dashboard or hanging from the rear-view mirror of the vehicle(s) listed above and must be visible at all times. Failure to display the parking permit on the dashboard of your vehicle may result in a parking citation. Permits are valid Monday thru Friday from 7 a.m. – 3:30 p.m. and will be issued on a quarterly basis on the first day of each January, April, July and October. Permit holders may remain in their assigned space after 3:30 pm for no extra charge; however, vacated spaces are available for general parking.

Payments for permits not received by the due date and prior to the start of the next quarter will render the permit void and may result in that permit being sold to another customer. Payment is expected no later than the “pay by” date indicated on your statement or your account will be considered delinquent.

Any vehicle parked in a permitted space with an invalid permit is subject to a parking citation.

### FAQ

#### ***What do I do if another vehicle is parked in my space?***

Park in any 2 HR or 5 HR zone adjacent to the lot where your permit is assigned. DO NOT park in another customer’s assigned space, as doing so may result in a parking citation or tow. Call police dispatch at 463-6262 with the vehicle description so a ticket can be issued.

#### ***Can I transfer my permit to another user?***

Permits are non-transferrable and are valid only for the vehicles listed on your permit; any changes to users or vehicles must be coordinated with our Customer Service Representatives at 707-463-6202.

#### ***Can I make copies of the permit to keep in each of the vehicles identified above?***

Copies of your permit are not acceptable and will not prevent you from receiving a citation.

#### ***What do I do if lose my permit?***

Replacement permits may be purchased for a nominal fee of \$2.00 upon request.

To add or remove a vehicle, contact 707-463-6202.

Contact Information: For questions, please feel free to speak with any one of our Customer Service Representatives at 707-463-6202.

OR