



RESIDENTIAL PERMIT PARKING APPLICATION FORM

ADDRESS: (Must be in Parking District)

(San Diego, CA 92101)

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NUMBER

(DIR)

STREET NAME

(SUFFIX)

AREA F JUNE 1 - MAY 31

PART I APPLICANT INFORMATION – REQUIRED (PLEASE CAREFULLY COMPLETE ALL SECTIONS SO THAT PERMITS CAN BE ISSUED)

APPLICANT'S LAST NAME:

FIRST NAME:

MI:

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NON-RESIDENT PROPERTY OWNERS MAIL PERMIT TO:

NO. _____	STREET _____	SUFFIX _____
CITY _____	STATE _____	ZIP _____

APPLICANT'S *DRIVER'S LICENSE #:

DRIVER'S LICENSE EXPIRATION DATE: STATE D/L

HOME PHONE #:

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*DRIVER'S LICENSE INFO NOT REQUIRED FOR UNLICENSED RESIDENTS APPLYING FOR ONLY A VISITOR PLACARD

IS ISSUED IN

(AREA CODE)

PART II REQUESTED PERMITS (PLEASE READ INSTRUCTIONS ON OTHER SIDE BEFORE CONTINUING)

PERMIT FEE	PERMIT TYPE	LICENSE PLATE #									
\$9.00	DECAL										
\$9.00	DECAL										
\$9.00	DECAL										
\$9.00	DECAL										
\$9.00	VISITORS PLACARD	<input type="checkbox"/> CHECK BOX IF REQUESTED									
\$____.00	TOTAL DUE										

Conditions of permit usage:

- Residential Parking Permits are non-transferrable.
- Decals are only valid if permanently affixed to the driver's side rear bumper or driver's side outside rear window.
- For residents requesting a decal: I am a legal resident of the residential permit parking area who has a motor vehicle registered in my name, or who has a motor vehicle for exclusive use under my control.
- Visitors Hangtags are only valid on the same hundred block as qualifying address and must be displayed prominently from the rear view mirror.
- Permits are void upon termination of permit holders occupancy at or ownership of qualifying address.
- Permits should be removed if vehicle is sold/transferred or if permit holder is moving from qualifying address.
- Reproduction of permits is a violation of SDMC 86.2014.
- The issuance of this Residential Parking Permit does not exempt the vehicle from any other parking regulations. All vehicles assigned a Residential Parking Permit must display a valid registered license plate and vehicle owners/drivers must adhere to all California Vehicle Code and San Diego Municipal Code parking regulations. Failure to do so may result in the issuance of a parking citation and/or the impounding of the vehicle.

I certify under penalty of perjury that I have read and agreed to the conditions of permit(s) usage:

SIGNATURE:

X SIGN HERE

DATE:

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OFFICE USE ONLY

DATE ISSUED	DECAL PERMIT SERIAL NO.	VOID DATE	REPLACEMENT DECAL PERMIT SERIAL NO.
	F		F
	F		F
	F		F
	F		F
	VF		VF

CHECK NO.: _____ APPROVED BY: _____

MONEY ORDER NO.: _____ DATA ENTRY: _____

AMOUNT: \$ _____

OFFICE COMMENTS:

HOW MANY PERMITS?

ONCE ANY COMBINATION OF FOUR PERMITS HAVE BEEN ISSUED TO ANY QUALIFYING ADDRESS, NO ADDITIONAL PERMITS MAY BE ISSUED TO THAT HOUSEHOLD DURING THE SAME PERMIT YEAR WITHOUT THE RETURN OR VOIDING OF ONE OR ALL OF THE PREVIOUSLY ISSUED PERMITS. OCCUPANTS AND NON-RESIDENT PROPERTY OWNER (LIMITED TO ONE PERMIT) MAY APPLY FOR UP TO A COMBINED TOTAL OF FOUR PERMITS AS FOLLOWS:

- NO PERMITS
- ONE VISITOR AND UP TO THREE VEHICLE DECALS
- ONE VISITOR AND NO VEHICLE DECALS
- NO VISITOR AND UP TO FOUR DECALS

WHAT YOU SHOULD KNOW ABOUT RESIDENTIAL PARKING PERMITS

Attached is your application for residential parking permits. Incomplete applications cannot be accepted and will be returned for corrections. **All outstanding parking citations must be paid before permits will be issued.** Permits are not required if vehicles display a disabled placard or plates. All information given is confidential and secured. Mail completed application and required documentation to the address on the front side of this form. Your permits will be mailed to you.

PARKING PERMITS AND FEES

There is a maximum limit of one permit for non-resident property owners and qualifying commercial property address during a permit year. The cost of all permits is **\$9.00** if issued prior to **December 1** and reduced to **\$8.00** if issued after **December 1**. All fees are nonrefundable. Issue one check for the total amount of all permits. **IMPORTANT: Please make check or money order payable to "City Treasurer" (only checks or money orders accepted). \$25.00 FEE ON RETURNED CHECKS.**

- **VEHICLE DECAL:** Is a permit that is issued to a specific vehicle and is affixed to the rear bumper or outside rear window. This permit requires valid vehicle registration, a valid driver's license and proof of residency.
- **VISITOR PLACARD:** An optional placard that is displayed on the dashboard of a guest's vehicle is also available. This permit is valid only when displayed within the same block as the address noted on the placard. There is a limit of one per qualifying address and is not available to commercial properties. This permit requires proof of residency.
- **TEMPORARY PERMIT:** Permit holders may obtain two-week temporary permits throughout the year for such events as construction or out-of-town guests. Each permit is issued to a specific vehicle or to the qualifying address at the cost of \$7.00.
- **REPLACEMENT PERMIT:** There is a \$8.00 replacement fee for lost, stolen, or replacement permits for vehicles that have been sold.

Additional Questions? Visit our website at www.sandiego.gov/parking/permits or call us at (619) 744-1710

REQUIRED DOCUMENTATION FOR PERMITS

VALID DRIVER'S LICENSE: Is required even if it does not show qualifying address. If driver's license has been extended, include the DMV certificate of renewal. If driver's license contains qualifying address, no additional proof of residence is required.

VEHICLE REGISTRATION: A copy of applicant's valid registration card is required even if it doesn't show qualifying address. Residents whose sole vehicle is registered to another party (i.e., parent or employer) must submit a vehicle affidavit form with the vehicle registration card.

RECENTLY PURCHASED VEHICLES: Can be issued a decal type permit by submitting a copy of "Purchase Agreement/Contract" in place of DMV registration card. Permit is issued to the last four digits of the vehicle identification number when a license plate number is not yet available. Permit is not replaced even after receiving license plates from DMV and will remain valid until end of permit year.

PROOF OF RESIDENCY, TENANCY OR PROPERTY OWNERSHIP: Is necessary when your vehicle registration or Driver's License does not reflect the qualifying address. Please provide a copy of **two** of the following documents showing applicant's name, qualifying address, and current date.

- A current billing (i.e., utility, credit card, insurance) or recent bank statement.
- A property deed or tax bill (for non-resident property owner) or closing escrow statement (for newly purchased property).
- A rental/lease agreement for qualifying address stating your name as tenant. You must also provide the page that is signed by both the landlord and tenant.

Mail completed application(s) to: The City of San Diego Residential Permit Parking Program, P.O. Box 129044, San Diego, CA 92112-9044

ENFORCEMENT: Is conducted Monday through Friday from 8am to 7pm throughout the entire year except City observed holidays. If you have questions regarding parking citations or parking enforcement, please call (866) 470-1308.