



**ZONE I**  
**RESIDENT OFF-STREET**  
**PARKING DECLARATION**  
(updated:12/06/2021)

**Instructions for completing form:**

1. Fill out the form in the web browser.
2. Click the print button.
3. Choose "save as PDF".
4. Save the form to your device, give it a name you can easily locate.
5. Log into the online permit system. Follow the prompts.
6. On step 4, you will click "choose file".
7. Find the file saved to your device.
8. Double click on the file to upload it to the online permit system.
9. Note that when the file has been successfully uploaded, it will say "submitted".

**1. APPLICANT INFORMATION**

Name

Address:

**2. OFF-STREET PARKING DECLARATION**

In the interest of preserving the livability of your neighborhood, your Neighborhood Association and Parking Committee requires all applicants in Zones F, H and I to declare the number of available off-street parking spaces. The number of resident permits allowed per address will be reduced proportionately by the number of off-street parking spaces. This does not affect guest permit allotment.

**Off-street Parking Space Definition**

An off-street parking space includes parking lots, parking structures, garages, carports, driveways without carports or garages, and any other legal parking space on private property. **Please complete the following information.**

Number of vehicles at this address:

Number of off-street spaces available:

Number of permits eligible to purchase:

**3. SIGNATURE**

By applying for this permit and signing the application, the undersigned agrees to the following:

- All the information on this form (and any supplemental information I have provided) is true and correct.
- I authorize the parking permit program administrator to verify any information contained herein.
- To immediately cancel my permit(s) if I move outside of the permit area.
- If I move within the permit area, including within the same apartment building or complex, I agree to notify the Bureau of Transportation within three (3) days in order to continue using my permit(s).
- All permit(s) will be canceled and vehicles will be subject to citation if improper use is demonstrated.

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Signature *(Type your full name)*

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Date

