



SmartPark Swing-Shift Monthly Parking Permit Application

Qualification Requirements

1. Applicant must work for the Employer identified in Section 3 either on a swing-shift or evening shift schedule.

Instructions

1. Complete application sections 1-3. Your employer's authorized representative is required to sign to confirm that you meet the qualification requirements.
2. Complete signature requirements in Section 4.
3. Upload the application to the online [permit portal](#).
4. SmartPark will review the application and verify the employer's signature. Once the application has been approved, you will receive an email confirmation.
5. It is your responsibility to update your online account in the event of vehicle license plate change.
6. Once approved, you will have access to your selected garage during swing-shift hours (3 p.m. through 7 a.m. daily). You will be responsible for any parking charges incurred outside of the designated swing-shift parking program hours and may not be deducted from your monthly fee, nor will refunds be issued.
7. The reduced rate is listed on the [SmartPark website](#).

Questions: Contact SmartPark at 503-972-1122 or by email at SmartParkMonthly@spplus.com

Applicant and Vehicle Information

Name: _____ Phone: _____

Address: _____ Email: _____

Vehicle License Plate: _____ State: _____

Make: _____ Model: _____ Color: _____

Garage Location: 1st & Jefferson 3rd & Alder 10th & Yamhill 4th & Yamhill Naito & Davis

If your selected garage is at capacity, do you want to be added to the wait list?



It is the policy of the City of Portland that no person shall be excluded from participation in, denied the benefits of, or be subjected to discrimination in any city program, service, or activity on the grounds of race, color, national origin, disability, or other protected class status. Adhering to Civil Rights Title VI and ADA Title II civil rights laws, the City of Portland ensures meaningful access to City programs, services, and activities by reasonably providing: translation and interpretation, modifications, accommodations, alternative formats, and auxiliary aids and services. To request these services, contact the Portland Bureau of Transportation at 311 (503-823-4000), for Relay Service & TTY: 711.

Employer Information

Company Name: _____
Company Address: _____
Name/Title of Authorized Representative: _____
Phone: _____ Email: _____

Employment Status: Authorized representative must verify that the Applicant is an employee of the Company and is required to work a swing-shift or evening shift schedule.

As an authorize representative for the above-named Employer, I hereby verify that the applicant's salary/wages from the listed employer does not exceed the stated threshold and that the Applicant does work a swing-shift or evening shift schedule for the Employer.

Authorized Representative Signature

Date

Signature

By applying for this reduced rate and signing the application, the undersigns agrees to the following:

- All the information on this form (and any supplemental information provided) is true and correct.
- I authorize SmartPark to verify any information contained herein, and I authorize my Employer to verify that I meet the required employment status, at this time or in the future.
- I agree to notify SmartPark immediately if any of the information on the application changes and surrender any rights to this special reduced rate if I no longer meet the qualification requirements.
- I agree to be responsible for any parking charges incurred outside the designated swing-shift parking program hours.
- I understand and agree that failure to update vehicle plate information before entering the garage will result in charges and may not be deducted from the monthly permit payment, not will I receive a refund.
- I understand that my parking access is not transferable and, I will not sell of transfer the rights to any parking contract I sign related to this application to any other party.
- I understand that SmartPark will randomly audit this account information for continued compliance.
- All parking garage access will be revoked if improper use is demonstrated.

Applicant Signature

Date

Internal Use Only

Employer signature verified Yes No by: _____ date: _____
Application Approved: Yes No by: _____ date: _____