



**RESIDENTIAL PARKING PERMIT APPLICATION AND
RESIDENCE DECLARATION
ORDINANCE 2652 AND 2752**

NAME (First, MI, Last)			
RESIDENCE ADDRESS (Street):			ZIP:
EMAIL ADDRESS (this will serve as your login for the online portal):			
PHONE:		CA DRIVERS LICENSE NO.	
LICENSE PLATE NO:	YR:	MAKE:	COLOR:
LICENSE PLATE NO:	YR:	MAKE:	COLOR:
LICENSE PLATE NO:	YR:	MAKE:	COLOR:

By my signature on this Application for a Residential Parking Permit, I acknowledge that I reside at the address stated hereon, and I am the authorized owner or lessee using the motor vehicle(s) bearing the license plate number(s) on this application. I further acknowledge that the current California DMV Registration(s) **must be presented with this application and each year thereafter** for renewal of permit(s). "Motor vehicle" is defined as an automobile, truck, motorcycle, or other motor driven form of transportation not in excess of 8,000 pounds gross vehicle weight (Ordinance 2713).

I UNDERSTAND THAT THIS PERMIT IS TRANSFERABLE TO A GUEST'S MOTOR VEHICLE (WHICH IS CURRENTLY REGISTERED WITH DMV) AND SHALL BE DISPLAYED PER THE INSTRUCTIONS RECEIVED WHEN PURCHASING THE PERMIT. I FURTHER UNDERSTAND THAT I am not guaranteed a parking space on the public street in front of my residence and/or neighborhood and that the parking privilege on the street is subject to a first come, first served basis subject to space available. This permit exempts me from the posted time limit **within the boundaries of my approved residential neighborhood only**. A full list of City Council approved residential zones is maintained online at srcity.org/198. Permits expire on June 30th or December 31st based on residential zone and must be renewed annually. **The City will not make any refunds or prorations.**

I, _____, the undersigned, declare that I have read and understand the "Residential Parking Permit Application and Residence Declaration Ordinance 2652 and 2752," and the "Residential Permit Instructions" and that I have possession of the above licensed motor vehicle(s). I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

 APPLICANT SIGNATURE DATE

PLEASE SEE REVERSE SIDE FOR THE LIST OF REQUIRED DOCUMENTS

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PARKING DIVISION USE ONLY

RESIDENTIAL ZONE: Blue / Brown / Orange / Purple / Red / Yellow / West End / Olive Park
 REQUIRED DOCUMENTATION (reviewed and photocopied):
 _____ Current CA Vehicle Registration _____ CA Driver License _____ Proof of Residence

Registration Expiration Date	Residential Permit Number	Date Permit Issued	Receipt #	Issued By
1.				
2.				
3.				

REQUIRED DOCUMENTS

- 1) **COMPLETED RESIDENTIAL PARKING PERMIT APPLICATION**
- 2) **PROOF OF RESIDENCE** (provide one of the following):
 - Copy of lease/rental agreement, or
 - Letter from owner of property verifying your residence, or
 - Copy of a current PG&E bill, utility bill or residence phone bill addressed to you at address for which the permit is being requested,
 - Title/Escrow papers
- 3) **VALID CA DMV VEHICLE REGISTRATION:** A copy of the current registration for each motor vehicle needing a permit, maximum of three* permits allowed. **Vehicle must be registered to the address listed on the application form or to a PO Box.** (If the registered owner is different from the resident, a letter is needed from the registered owner stating that you, the resident, have been authorized sole use of the motor vehicle). A residential permit is only valid on a vehicle with current registration tags from the Department of Motor Vehicles.
- 4) **VALID CALIFORNIA DRIVERS LICENSE**
- 5) **PROCESSING FEE:** There is a \$20 fee per application. The \$20 fee applies to each permit if purchased or renewed separately. Make check or money order payable to the City of Santa Rosa.

Residential permits are digital, and the vehicle license plate will serve as the permit. Once a permit is active, residents will be given access to an online Self-Service Permit Center where permits can be managed. An email address is needed to activate your online account.

Applications can be accepted by mail at:

City of Santa Rosa, Parking Division
90 Santa Rosa Avenue
Santa Rosa, CA 95404

or by scanning and emailing documents to: srparking@srcity.org

If neither of those methods are available, please call (707) 543-3325 or check our website www.srcity.org/177 for current office hours.