



Commuter Parking Permit Guidelines

PARKING OFFICE

124 Locust Street, P.O.Box 1870, Santa Cruz, Ca. 95061 (831) 420-6097

Permit Location: _____ block of _____ odd or even side

Your Commuter Permit allows you to park on a designated block face in a residential program area. The permit exempts your vehicle from the daytime 2-hour parking restrictions, but does not allow you to park overnight. Commuter Permits are sold to employees and business owners that work adjacent to the Program Area.

1. Commuter permits are a calendar-quarter permit. Sales are prorated on the 1st and 15th for the remaining portion of the quarter. They can be purchased for the current calendar quarter, or up to all quarters in the current calendar year. The Commuter Permits are not refundable, so be sure about the purchase of quarters beyond the current one.
2. Your permit is issued for one side of the street on a specific block, and is not valid at any other location. After parking, hang the permit on the rearview mirror with the sticker side facing out. Be sure to park properly and follow all other vehicle regulations.
3. The permit you have for this location can be renewed through the last City workday in the purchased quarter. If you purchase the upcoming quarter before the permit expires, you can continue to park at your current permit location. On the first day of the new quarter, any permits not renewed will be added to the "available" list and can be purchased on a first come first served basis.
4. To renew your permit, bring the permit or permit number/location to our office during our business hours of Mon-Fri, 10am to 5pm, with your payment. We will provide you with a sticker for the upcoming quarter to validate your permit.
5. If you receive a citation because the permit was not displayed when parked at the permit location, come to our office with the citation and your permit before the due date of the citation. You may also mail a photocopy of your permit to us with the citation. If handled before the due date, we will void up to 5 such citations annually.
6. Lost or stolen permits will be replaced once for a \$10 fee. After that, the cost for a replacement permit is the standard fee to purchase a permit for the quarter. Please lock your vehicle and keep the permit secure.