

City-Wide Parking Regulation Exemption Permit Application

Applicant Information

First Name: _____ Last Name: _____

Address: _____

Primary Phone: _____ Secondary Phone: _____

E-mail Address: _____

Applicant Organization Information

Organization Name: _____

Address: _____

Department: _____ Employee ID: _____

Position

☐ Elected Official ☐ Appointed Official ☐ City Employee ☐ Board of Education

☐ State Agency ☐ Federal Agency ☐ Other _____

Nature of Work to Be Performed: _____

Do you have a marked City, State, or Federal Vehicle assigned to you? ☐ Yes ☐ No

Vehicle Information

Vehicle Make: _____ Vehicle Model: _____

Vehicle Year: _____ Vehicle Color: _____

License Plate State: _____ License Plate Number: _____

Is this vehicle registered to a City, State, or Federal Agency? ☐ Yes ☐ No

City-Wide Parking Regulation Exemption Permit Terms

For the purposes of this City-Wide Parking Regulation Exemption Permit Application (the "Application"), the term "HPA" shall refer to the Hartford Parking Authority, the City of Hartford (the "City"), and the Hartford Parking Authority's contracted operator(s), collectively, and to all their respective employees, officers, and officials.

1. The above-named individual (hereinafter, the "permit holder") is hereby licensed to park their designated vehicle, as indicated above, on public streets within and throughout the City and, during the term of this Agreement, said designated vehicle shall be exempt from complying with City municipal parking ordinances requiring payment for metered parking within effective hours and requiring applicable permits for parking within a residential parking permit zone.
2. The permit request is subject to initial and annual approval by the City's Chief Operating Office or his or her designee. The parking license conferred under this Agreement automatically expires on January 31st of the following calendar year, unless renewed by the Chief Operating Officer. A courtesy notification of permit cancelation or non-renewal will be made to the e-mail address provided above within ten (10) business days of permit cancelation or non-renewal. Non-receipt of this notification will not invalidate the non-renewal of the permit holder's parking license. It is the sole responsibility of the permit holder to ensure that the parking license conferred by this Agreement has been renewed by the Chief Operating Officer. A permit holder's failure to confirm that his or her permit was renewed shall not be a viable defense against any parking citations validly issued after the expiration of the permit holder's parking license.
3. The parking license conferred by this Agreement is nontransferable and any use and/or occupancy of a parking space by the designated vehicle by person(s) other than the permit holder may result in loss of access to permit privileges. Permit holders must immediately notify HPA of any changes to the above designated vehicle. Permit holders must also immediately notify HPA of any changes to their contact information, including, but not limited to, the e-mail address and physical address provided above. Failure to do so notify HPA may result in the issuance and receipt of a parking citation.
4. This parking license only exempts the permit holder from paying to park their designated vehicle on City streets and/or procuring a permit to park the designated vehicle within a residential permit parking zone. Any and all other City parking regulations and/or ordinances apply with full force to the permit holder and designated vehicle when parking on City streets.
5. Intentional and repeated violations of City municipal parking regulations and/or ordinances or the terms of this Agreement may be cause for termination of the permit.
6. The permit holder understands that parking his or her vehicle is at his or her sole risk. The permit holder further understands that the issuance of a City-wide parking regulation exemption permit shall not create a bailment between the HPA and the permit holder. This Agreement is not a lease; it is only a license to park.

7. At all times when the permit holder's designated vehicle is parked on City streets, the permit holder shall ensure that his or her vehicle is locked and that all valuables are removed from the vehicle. HPA shall not be responsible for any loss or damage occurring to any vehicles, including, but not limited to, the contents thereof, caused by theft, vandalism, collision, water, hail, windstorm, fire, or any other causes whatsoever. HPA also shall not be liable for any personal injury, death, disablement, dismemberment, or property damage sustained by the permit holder in connection with his or her parking, and the permit holder, as a condition to acquiring parking privileges pursuant to the Agreement, agrees to release and hold HPA harmless from and against any and all liability, actions, causes of action, judgments, claims, damages, expenses, and/or demands of any kind that HPA might incur or suffer in connection with the permit holder's participation in the City-wide parking regulation exemption program.

Permit Holder (Print Name)

Permit Holder (Signature)

Date

For internal use only

Application Receipt Date: _____

Data Verification

- ☐ Completed Application
- ☐ Copy of Valid Driver's License
- ☐ Copy of Valid Vehicle Registration

Approved By: _____ Date: _____

Application Processed By: _____ Date : _____