



**FINANCE**  
**NEW YORK**  
 THE CITY OF NEW YORK  
 DEPARTMENT OF FINANCE

NYC DEPARTMENT OF FINANCE

**APPLICATION FOR STIPULATED  
 FINE PARKING PROGRAMS**

**Mail to: NYC Department of Finance, Attention: Stipulated Fine Programs, 66 John Street, 3rd Floor, New York, NY 10038**

**INSTRUCTIONS:** Finance has two commercial parking programs that allow for payment of parking violations based on a stipulated fine schedule:  
 ● **NYC Delivery Solutions** - for companies with commercial fleet vehicles engaged in expeditious deliveries or services, and;  
 ● **Commercial Abatement Program** - for companies with commercial fleet vehicles engaged in commercial activity other than expeditious deliveries or services.

When you submit this application, you will describe your business. Finance will determine which of the programs you are eligible for and enroll you in the appropriate program. We will notify you by email of your enrollment and provide you with the fine schedule at that time.

**This form serves as both application and, if approved, an enrollment form for the program.**

**SECTION I - APPLICANT INFORMATION**

1. Applicant (Company) Name:			
2. D/B/A Name (if applicable): "Doing Business As"			
3. Business Address:	City:	State:	Zip Code:
4. Mailing Address:	City:	State:	Zip Code:
5. Contact Name:			
6. Business Telephone Number:		7. E-mail Address:	
8. Employer Identification Number:	<b>IMPORTANT:</b> You MUST include your email address! You will not be approved for or enrolled in a program if you do not include a valid email address.		
9. Bank Name:			
10. Bank Address:	City:	State:	Zip Code:

**SECTION II - COMMERCIAL VEHICLE INFORMATION**

1. Do you own or lease commercial vehicles? .....  YES  NO If "YES", how many? \_\_\_\_  
 If "NO", you are not eligible for the Stipulated Fine Program.

2. Are the vehicles enrolled in Finance's Fleet Program? .....  YES  NO  
 If "YES", indicate the Fleet Registration #: \_\_\_\_\_  
 If "NO", are the vehicles registered or leased in the name of your company? .....  YES  NO

**SECTION III - VEHICLE USE INFORMATION**

**Information about your business:**

1. a. Describe the nature of your business. Check all that apply:  
 Delivery Company  Service Company  
 Other (Describe in detail): \_\_\_\_\_

b. Indicate the type of delivery or service your company provides. Check all that apply:  
 Food  Beverage  Dry cleaning/laundry  Mail  
 Floral  Furniture  Equipment  Plumbing  
 Contracting  Elevator  Moving Company  Exterminator  
 Cleaning Company  Other (Describe in detail): \_\_\_\_\_

**SECTION III - VEHICLE USE INFORMATION - Continued**

**Information about your commercial vehicles:**

- 2. a. Describe the type of work you use your vehicle(s) for: \_\_\_\_\_  
\_\_\_\_\_
- b. Indicate the approximate length of time your vehicles are usually parked? \_\_\_\_\_
- c. What is the longest amount of time that your vehicle(s) will be parked in one location? \_\_\_\_\_
- d. Indicate if you have a job or stop that lasts a half or a full day:  Half Day  Full Day

I certify that all information contained in this application is true and correct to the best of my knowledge and belief. I understand that willfully making a false statement of a material fact will subject me to the provisions of law relevant to the making and filing of a false instrument and will render this application null and void.

Name \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

**SECTION IV - COMMERCIAL VEHICLE PLATE ENROLLMENT**

- 1. Please list all vehicles associated with your business in the section below (attach additional sheet if necessary). All vehicles listed below will be enrolled in Finance's Fleet Program so that you can begin to receive consolidated electronic statements of the parking violations issued to your plates. Note that only vehicles with commercial plates are eligible for the reduced fines through the Stipulated Fine Program.
- 2. Indicate the e-mail address where you wish to receive consolidated reports and bills: \_\_\_\_\_
- 3. If Finance determines that you are not eligible for the Stipulated Fine Program, please indicate if you would still like to receive consolidated electronic statements of the parking violations issued to your plates.  YES  NO

	VEHICLE PLATE NUMBER	STATE	PLATE TYPE
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

**SECTION V - CERTIFICATION**

The undersigned agrees that all plates submitted for registration in the Fleet Program are and will be registered with the NYS Department of Motor Vehicles or leased in our company's name at the business address shown above. We understand that if we submit plates for Fleet registration which are not registered to or leased by our name and address, such plates may be dropped from the Fleet Program without prior notice. We will abide by the Fleet Program's terms and conditions. We understand that a failure to comply with these terms and conditions may lead to the suspension or loss of our privilege to participate in the Fleet Program.

\_\_\_\_\_  
Print Corporate Officer's Name

\_\_\_\_\_  
Print Title, (if any)

\_\_\_\_\_  
Corporate Officer's Signature

\_\_\_\_\_  
Date

Place  
Corporate  
Seal  
Here



FINANCE  
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# APPLICATION FOR STIPULATED FINE PARKING PROGRAMS

## ENROLLMENT AGREEMENT

I, \_\_\_\_\_, hold the position of \_\_\_\_\_,  
NAME TITLE

am authorized to enroll my company, \_\_\_\_\_, in a NYC Parking  
COMPANY NAME

Program, which is a stipulated fine program for the payment of parking tickets for vehicles enrolled in the NYC Department of Finance's ("Finance") commercial fleet vehicle program.

I certify that our vehicles are used in the manner and parked for the time periods described in the attached application. My assertions in the attached application are incorporated into the terms of this agreement. I will notify Finance if my vehicle use changes.

By enrolling in this program, I agree to the following:

**Enrollment:** Finance is authorized to enroll my company in a stipulated fine program, as determined by Finance to be appropriate for my company.

**Stipulated Fines:** I agree to stipulated fines, as determined by Finance, which will be fixed percentages of violations issued in categories determined by Finance to be amenable, partially-amenable and non-amenable. Finance may change any stipulated fine schedule without providing notice. Any summons issued to an enrolled vehicle that is outstanding but not yet adjudicated prior to this agreement will be paid according to the stipulated fine schedule.

**Existing Summonses Payment:** Payment will be due in 3 equal installments: the first within 15 days of Finance providing notice of the amount due, the second approximately 30 days later, and the final installment due approximately 30 days after that.

**Billing:** Finance will issue electronic weekly fleet reports listing the number of violations issued, the violation categories and the amount due. Fleet reports will be sent only by email on a weekly basis. If my email address changes, I am obligated to notify Finance.

**Payment:** Payment of the amount indicated on the fleet reports must be made within 15 days of receipt. Failure to pay timely may result in removal from the program and the imposition of penalties and a default judgment. Finance may require electronic payment.

**Voluntary Enrollment:** Enrollment in a NYC Parking Program (both NYC Delivery Solutions & Commercial Abatement) is voluntary and may be terminated at any time by either party, for any reason. Cancellation shall become effective 10 days following the receipt of written notice from the canceling party.

**Waiver of Right to Contest Summonses:** For any summonses issued to an enrolled vehicle, the Company waives all rights to a hearing, and agrees to accept the determinations as final. The summonses shall be deemed finally adjudicated and may not be challenged, contested or otherwise adjudicated by any party, for any reason either administratively or in court. This waiver applies to all summonses issued prior to this agreement that have not yet been adjudicated as well as those issued after.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title