

**NEW YORK CITY HOUSING AUTHORITY
ACCOUNTING & FISCAL SERVICES DEPARTMENT**

PARKING PERMIT APPLICATION

APPLICATION TYPE: <input type="checkbox"/> Renewal <input type="checkbox"/> Replacement* <input type="checkbox"/> Cancellation <input type="checkbox"/> New	<u>Development Name</u>	<u>Lot #</u>	<u>Space #</u>	*Replacement Type
	_____	_____	_____	<input type="checkbox"/> LOST Notarized Letter Required. Police Report Submitted. (\$25.00 Fee) <input type="checkbox"/> STOLEN Police Report Submitted. (No Charge) <input type="checkbox"/> REPLACEMENT Old Parking Sticker Returned.
	_____	_____	_____	
	_____	_____	_____	

Copies of Documents to be mailed with application/payment:

- Copy of valid Vehicle Registration
- Copy of valid Handicapped Permit (if applicable)

VEHICLE OWNER INFORMATION

LAST NAME		FIRST NAME		M.I.
DAYTIME CONTACT #		STREET ADDRESS		APT. #
CITY/BOROUGH	STATE	ZIP CODE	TENANT ACCOUNT #	
CELL PHONE NUMBER	EMAIL ADDRESS			

DEVELOPMENT PREFERENCE FOR PARKING (applicable to new applicants only)
Please see attached list of development parking lots

1ST

2ND

TYPE OF RENT: *If you are not sure of your rent type, please contact your Housing Assistant.*

- Handicapped
 Non-Flat Rent/Project Based Section 8 Tenant/NYCHA Section 8 Development
 Non-Resident
 Senior Citizen
 Flat Rent

VEHICLE INFORMATION

VEHICLE IDENTIFICATION # (VIN)			
LICENSE PLATE #	STATE	VEHICLE MAKE	
VEHICLE MODEL	VEHICLE COLOR	VEHICLE YEAR	

PAYMENT INFORMATION

AMOUNT SUBMITTED	\$ _____	MONEY ORDER/BLANK CERTIFIED CHECK #
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I certify that I have read the Regulations on the reverse side and I agree to comply with them in consideration for permission to park in a resident parking area at this development.

(Print Name)

(Signature)

(Date)

Please keep a copy of this application for your personal records.

FOR OFFICE USE ONLY

PARKING CUSTOMER #	TDS #	LEASE #	DEVELOPMENT NAME
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**NEW YORK CITY HOUSING AUTHORITY
DEVELOPMENT PARKING LOTS - PARKING REGULATIONS**

**The following Parking Rules apply to everyone parking a vehicle
in a New York City Housing Authority (NYCHA) parking lot.**

1. **Parking Permit Required:** No one may park a vehicle in a NYCHA parking lot unless NYCHA grants permission to park and issues a parking permit for that vehicle. Parking fees are designated on a separate fee schedule. NYCHA does not grant refunds of parking fees after the issuance of a **Parking Permit**. The parking permit is valid from May of the current year to April 30th of the following year. Please note there is no proration of fees for applicant who apply later than the commencement of the current parking year.
2. **Placement of Permit:** *The permit, in the form of a sticker, must be permanently affixed to the inside lower corner on the passenger side (right side) of the listed vehicle's front windshield. For motorcycles, owners must affix the sticker to the fork on the operator's right side. The parking permit (sticker) is not transferable.*
3. **Display of Authorizations:** Subject vehicle must clearly display the current New York State vehicle registration, license plates, New York State Vehicle Inspection Sticker and NYCHA parking sticker at all times. **If parked in a space designated for persons with disabilities, vehicle must display a valid NY City or NY State Parking Permit for Persons with Disabilities.**
4. **Insurance Required:** An amount of insurance prescribed by New York State law must be maintained at all times.
5. **Non-Reserved Parking:** Vehicles with valid parking permits may park in available spaces in the non-reserved resident parking lot within the housing development specified on the permit. Parking is on a first come, first served basis.
6. **Reserved Parking:** Vehicles authorized for reserved parking will be designated to park only in a specific spot in a specific parking lot. If the parking spot is equipped with a chain or locking arm, the vehicle user is encouraged to lock the space upon leaving to prevent unauthorized vehicles.
7. **Parking Spaces:** Parking is permitted only in designated and/or marked parking spaces, **one space per vehicle**. Oversized vehicles that do not completely fit into **one** parking space are prohibited. While parked, the subject vehicle may not block any other vehicle.
8. **Vehicle Repair Prohibited:** Vehicle repair *other than changing of tires* is **NOT** permitted in parking areas.
9. **PARKING AT OWNER'S RISK: THE USE OF ANY PARKING AREA IS SOLELY AT THE VEHICLE OWNER'S OWN RISK, AND THE NEW YORK CITY HOUSING AUTHORITY ASSUMES NO RESPONSIBILITY OF ANY NATURE WITH RESPECT TO THE VEHICLE OR ITS CONTENTS; THIS PROVISION SHALL NOT BE DEEMED TO HAVE BEEN WAIVED BY ANY ACTION OF THE NEW YORK CITY HOUSING AUTHORITY OR ITS EMPLOYEES.**
10. **Parking Lot Maintenance:** Subject vehicle must be removed at times specified by NYCHA for parking area cleaning and repairs.
11. **Changes to Regulations:** NYCHA reserves the right to modify these Parking Regulations at any time, upon **10 days notice**.
12. **Revocation of Parking Authorization:** NYCHA reserves the right to revoke the license to park authorized by a parking permit upon **10 days notice** for violation of these **Parking Regulations**, or for non-payment of a parking fee.
13. **Termination of Parking Authorization:** Permission to park terminates when the parking sticker expires, the tenant moves out, or if permission is revoked.
14. **Vehicle Ticketing or Removal:** NYCHA reserves the right to remove from the parking area, without prior notice, and at the vehicle owner's expense, any vehicle deemed to constitute a clear danger to persons or property. NYCHA reserves the right to request that a summons be issued by a NY City Police Officer and /or to remove a vehicle from the parking area, including the cutting of any reserved space chain and/or lock, at the vehicle owner's expense; any vehicle whose NYCHA parking permit has been revoked or expired, any vehicle occupying a reserved parking space without authorization, any vehicle lacking current NYS registration, lacking parking plates or any abandoned vehicle.
15. **For applicants who are NYCHA residents:** the vehicle must be registered to the resident's development address in order to qualify for a reduced resident parking fee.

