

Requirements:

1. To purchase a permit, the applicant must provide the following information:
 - Current vehicle registration and license number of the vehicle.
 - Driver's license.
 - Home address
 - Day time telephone number
2. To purchase or renew an annual parking permit, all outstanding parking fines must be paid in full.
3. If the vehicle is changed at any time during the year, it is the permit holder's responsibility to attend to the transfer of the parking sticker by contacting the City of Rolla. If this does not occur and the vehicle is towed, it shall be at the permit holder's expense.

Billing/Replacement:

1. All parking permits must be paid for through the City of Rolla Finance Department by cash, check, credit card or debit card.
2. Permits will be issued by the City of Rolla Public Works Department on a first come, first served basis. Every effort will be made to accommodate the permit holder's choice of parking spaces when feasible.
3. Permits will be issued in six month and twelve month increments.
4. A six month permit may be obtained for \$120. There are no refunds for this purchase.
5. A twelve month permit may be obtained at a discounted rate of \$200. There are no refunds for this purchase.

Renewing/Cancelling/Transferring:

1. Permits must be renewed 30 days in advance. If the permit holder chooses to terminate the permit, all applicable parking stickers must be removed and destroyed.
2. Individual permit holders who are terminating may not transfer their permit to another person without the expressed consent of the City of Rolla.
3. Permit fees more than 30 days past the permit period are considered delinquent and may result in the parking permit being issued to another user.

Space assignment:

1. The City reserves the right of assignment of permitted spaces.
2. Assignments will be made to the first eligible applicant on the appropriate waiting list.

Parking Sticker placement:

1. The permit coincides with a pre-numbered parking space in a specified parking lot. The permit is nontransferable and does not entitle the permit holder to park in any other permitted facility.
2. The permit holder shall receive one parking sticker per permit cycle.
3. The parking sticker shall be attached in a conspicuous location on the rear drivers side of the vehicle, should be unobstructed and should be observable to a traffic officer in a vehicle. The parking sticker must match the allotted parking space.

General:

1. Failure to comply with the regulations may result in the issuance of citations, fees, fines, vehicle immobilization, towing of vehicle, collections and/or further legal action.
2. Any person convicted of a violation of this Section shall be subject to a fine, as established under Section 27-80, plus any additional court costs that may apply (**Ord. 3942, §1**).
3. Backing in to a parking space is prohibited and will result in a ticket.
4. All improperly parked vehicles will be ticketed.
5. Parking permits shall not be sold or leased.
6. Improper use of the permit will be grounds for revocation of the permit. Vehicles displaying an expired or revoked parking sticker will be subject to issuance of a citation.
7. The City of Rolla shall not be held responsible for vandalism, thefts or problems with vehicles parked on the lot.
8. Replacement/duplicate parking stickers shall be available for a \$5.00 fee.
9. Up to two vehicles may be registered to each parking permit provided both vehicles are registered to the same permit applicant.

City of Rolla – Public Works Department

P.O. Box 979, 901 North Elm Street
Rolla, MO 65401-0979
Phone: (573) 364-8659 Fax: (573) 364-8602
Email: pubworks@rollacity.org

APPLICATION FOR PARKING PERMIT

(Please type or print)

Applicants Name _____

Applicants Address _____

Street Address City State Zip

Daytime Phone _____ Evening phone _____ Cellphone _____

Applicants Drivers License Number _____ email _____

Primary Vehicle

Make _____ Model _____ Year _____ Plate number _____

Secondary Vehicle (must be registered to the owner of the primary vehicle)

Make _____ Model _____ Year _____ Plate number _____

Please check all that apply.

Student _____
Student ID# _____ Permanent Address _____

Downtown Resident _____

Downtown Employee _____
Business Address _____

Downtown Employer _____
Business Address _____

I certify under penalty of perjury that the above statements are true. I understand submitting false information could result in immediate revocation of the parking permit. No refunds or exchanges.

Signature _____ Date _____

Assigned parking stall number _____

Requested parking area (please circle) **1 to 110** **111 to 144** **145 to 173**

For Office Use Only

Annual permit Bi-annual permit Permit # _____ Fee _____

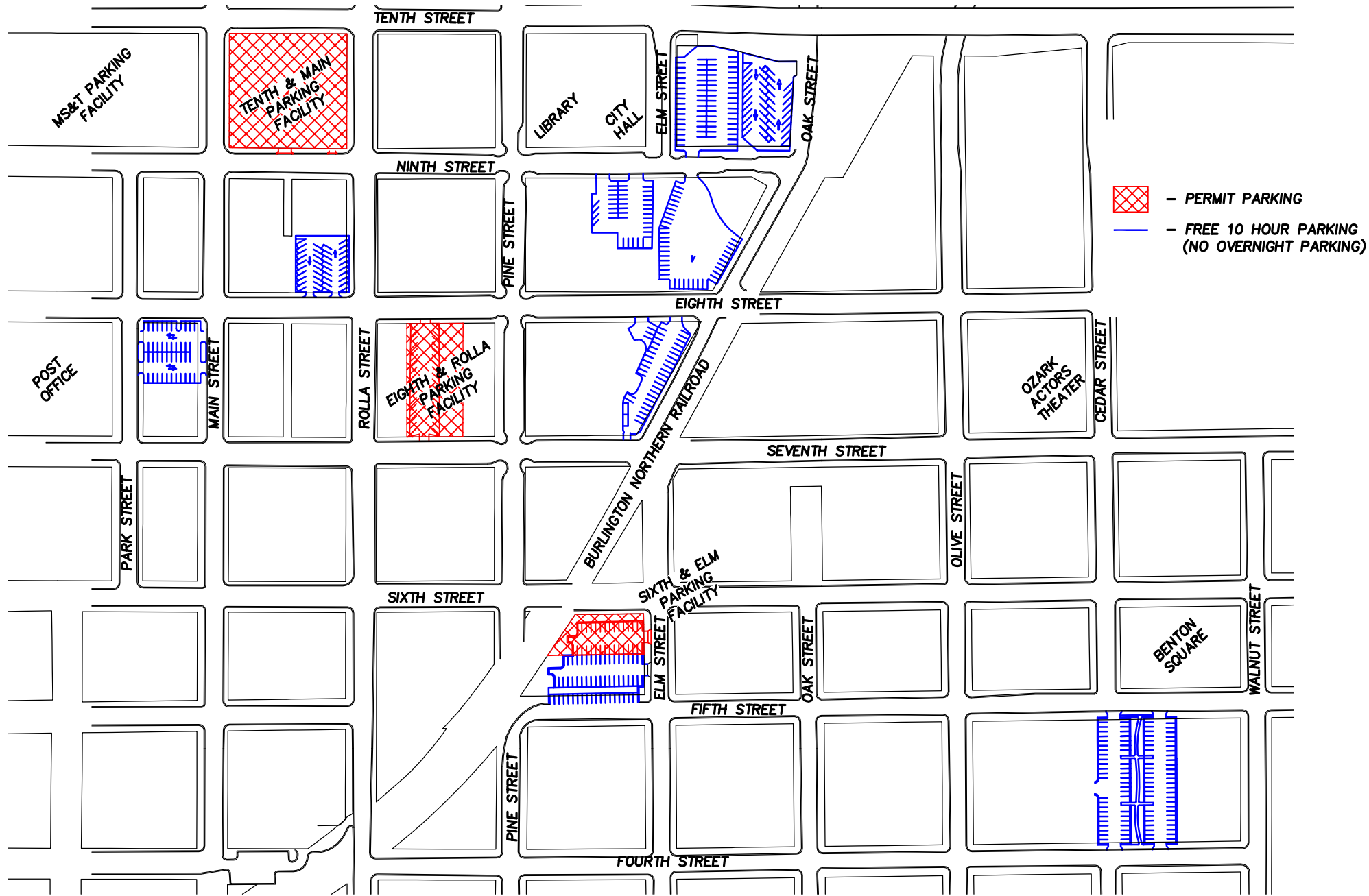
Amount paid _____ Cash Check (# _____) Credit/Debit

Permit denied for: _____

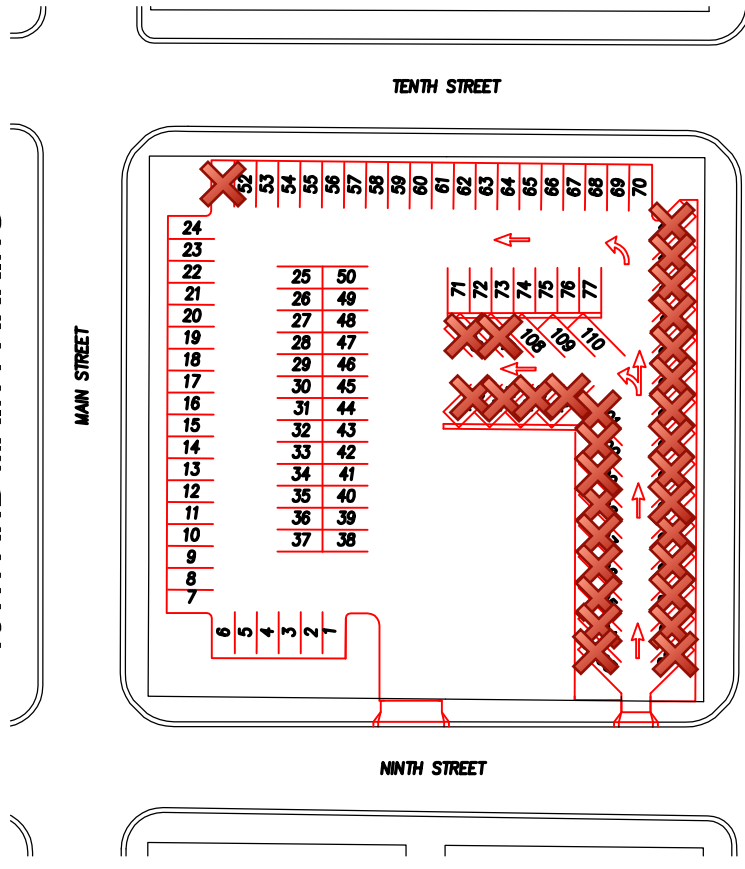
Permit effective date: _____ Permit expiration date: _____

Approved by: _____ Date: _____

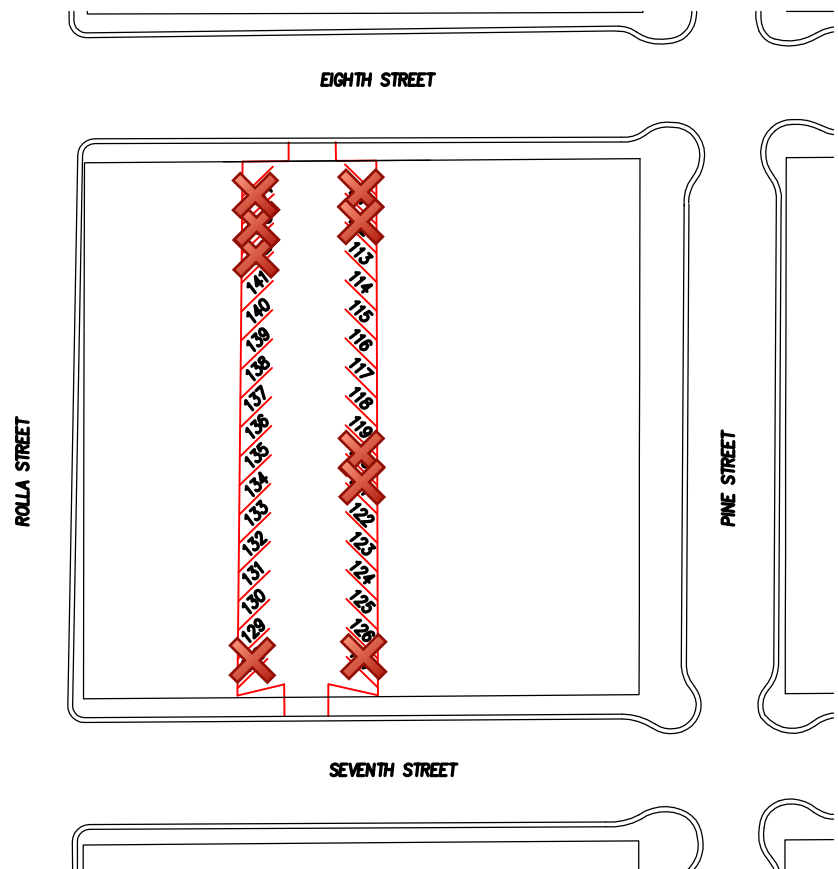
PARKING PERMIT KEY MAP



10TH AND MAIN PARKING



8TH AND ROLLA PARKING



Indicates parking space has been leased

6TH AND ELM PARKING

