



City of Santa Fe

## Parking Permit Application

Contact us at (505) 955-6581 or visit us at [www.santafenm.gov/parking](http://www.santafenm.gov/parking)

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**Space is not guaranteed  
First come. First served**



**What are you applying for?**

- Garage/Lot Permit
- Meter Zone Permit

**Is this a New Permit, or a Renewal?**

- New Permit
- Renewal of \_\_\_\_\_ Permit





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## Required Fields (\*) PLEASE PRINT

\*Permit Holder: \_\_\_\_\_

Billing Party (if applicable: \_\_\_\_\_ \*Billing Phone: \_\_\_\_\_

\*Billing Address: \_\_\_\_\_ \*City: \_\_\_\_\_ \*State: \_\_\_\_\_

\*Zip Code: \_\_\_\_\_ \*Billing Email: \_\_\_\_\_

## If applying for a Garage/Lot Permit, which facility are you requesting?

Sandoval Garage

Santa Fe Convention Center

Railyard Garage

Water Street Lot

- All license plates listed on PARCS monthly account and subsequent access card must have the same address on the MVD registration as the Primary applicant.
- Rental car used as a substitute will be permitted as long as (prior to or on day of) the rental vehicle is registered with the Parking office with a copy of the rental agreement page showing Primary PARCS account holder's primary address and length of rental.

## If applying for a Meter Zone Permit, which zone are you requesting?

Zone A

Zone B

Zone C

Zone D

Railyard Surface

**If renewing your Permit(s),  
please indicate your current Permit number(s) below:**

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Application will **not** be accepted unless the following requirements are met.

### Requirements:

- Copy of vehicle(s) current registration.  
(Must be registered to the same address as card holder)



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- Copy of most recent and verifiable paystub. Most recent Employer Paystub **is** required when applying for Local Employee Discount Rate. (Must make \$15 total an hour, or less)
- No unpaid citations
- No account balance

### **Permit Pricing:**

#### **Parking Permit Fees (all prices include tax):**

- \$21.00 – New Permit Application Fee **\*\* (non-refundable)**
- \$131.25 – Zone Permit Monthly Fee **\*\***
- \$131.35 – Railyard Surface Monthly Fee **\*\***
- \$68.25 – Garage/Lot Monthly Fee **\*\***
- \$52.50 – **Lost or Replacement Permit Fee\*\***
- \$35.00 – Local Employee Discount Rate\*\* (Pay must be \$15 or less)

**\*\* Rates are subject to change without notice**

**Completed Cancellation Form and card are required to be returned,  
Otherwise, charges will continue to accrue for all Permit types**

**Space is limited and waitlist is possible**

**I have reviewed and understand the Parking Permit Policies and Procedures and by my signature below, I agree that I am fully responsible to pay my fees in full, on time, when due. I agree that my account will be charged a \$25.00 late fee if not paid by the due date. I understand that my Permit access may be suspended for non-payment or misuse.**

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Account Number (if renewing):** \_\_\_\_\_