



CITY OF LYNCHBURG PARKING FACILITIES PERMIT AGREEMENT

Parking permits are in effect 7:00 a.m. until 5:00 p.m., Monday through Friday.

BEGINNING DATE _____

NAME OF PERMIT HOLDER _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

BUSINESS PHONE _____ CELL PHONE _____

EMAIL ADDRESS _____

EMPLOYER _____

EMPLOYER'S ADDRESS _____

CITY _____ STATE _____ ZIP _____

1st VEHICLE MAKE _____ MODEL/YR _____ COLOR _____

STATE _____ LIC. PLATE NO. _____

2nd VEHICLE MAKE _____ MODEL/YR _____ COLOR _____

STATE _____ LIC. PLATE NO. _____

PARKING DECK RATES ARE \$50.00 MONTHLY. SURFACE LOT RATES ARE \$25.00 MONTHLY

OFFICE USE ONLY

DECK/LOT _____ PERMIT NO. _____

LICENSE PLATE NO. _____ STATE _____ MONTHLY/ANNUAL RATE \$ _____

TERMS AND CONDITIONS

The permit holder agrees to the following terms and conditions:

1. Permits are the property of the City of Lynchburg and may not be altered, transferred or sold.

2. This permit agreement is entered into between the permit holder and the City of Lynchburg. The permit holder agrees that this agreement will be on a month-to-month basis automatically renewed upon the City receiving payment. Parking permits paid for on an annual basis will receive a 10% discount. If the permit holder no longer needs a permit, it is the responsibility of the permit holder to notify the City of Lynchburg in writing within 5 days of the expiration date that the permit is no longer needed.

3. Monthly customers **MUST** display their parking permit when parking in the assigned deck or surface parking lot. The permit **MUST** be **VISIBLY DISPLAYED** on the rear view mirror. Parking permits allow permit holder access to parking facility Monday through Friday, 7:00 A.M. until 5:00: P.M. City owned or managed parking facilities are controlled by pay stations and/or permits.

4. If at any time the Permit Holder wishes to temporarily park a vehicle in the assigned parking facility other than the one(s) described in this agreement, permit holder must report to the City of Lynchburg's Parking Management Office all vehicle information described above to avoid being towed.

5. The permit holder shall pay the City of Lynchburg the amount due on or before the 10th of each month. **A late fee of \$5** will be assessed if not paid within five (5) days after the due date. Payments should be mailed to: Parking Management Office, City of Lynchburg, 900 Church Street, 3rd Floor-City Hall, Lynchburg, VA 24504.

6. Either party may cancel this permit agreement by giving notice, in writing, **not less than five (5) days prior to the date of the permit expiration with or without cause.**

7. The City of Lynchburg is not responsible and assumes no liability for lost, stolen or damaged property, including the vehicle(s) subject to this agreement, while parked in the City's parking facilities.

8. Permit holders shall not engage in any maintenance of vehicles on City owned parking facilities and shall not deposit debris or refuse or in any other way damage the property subject to this agreement.

9. Use of the permit by anyone other than the permit holder may result in cancellation of the monthly parking privileges. Monthly parking authorization permits are non-transferable.

10. Permit holder agrees to follow the instructions of garage/surface lot personnel and/or posted signage. Failure to comply with any of the terms of this permit agreement may result in cancellation of permit access privileges.

I agree to indemnify, hold harmless and defend, the City of Lynchburg and its officers, agents, and employees, against any and all claims and lawsuits of any nature whatsoever, including claims and lawsuits for damage to property or injuries to any person or persons, including property and employees of the City of Lynchburg, arising out of my use and occupancy of the City's parking facilities.

Signature of Permit Holder

Date

Print Name