

## RESIDENTIAL PARKING PERMIT & VISITOR PASS APPLICATION FORM

### Regulations:

- Expiry Date: All permits expire September 30<sup>th</sup> of the current year.
- Placement: Permits must be placed at bottom left side of the windshield (driver's side).
- Replacement: A **replacement 'permit'** can be obtained when the original permit is no longer available due to a new windshield or vehicle sale. Please email [restrictedparkingpermits@edmonton.ca](mailto:restrictedparkingpermits@edmonton.ca) indicating the circumstance as to why you need a replacement permit and include the plate number of the vehicle. We will then mail you out a replacement permit.
- Availability: Permits are available to residents of single family homes and multi-family buildings under 4 storeys in height within the program area.

### Restrictions:

- Valid vehicle registration(s) will be required for all vehicles for both new applications and renewals.
- If your Registration does not match the address for the Permit, a Temporary Residential Parking Permit may be required in the interim.  
([https://www.edmonton.ca/residential\\_neighbourhoods/temporary-permission-to-park-form.aspx](https://www.edmonton.ca/residential_neighbourhoods/temporary-permission-to-park-form.aspx))
- Temporary residents or Applicants using a vehicle registered to an individual other than the Applicant will only qualify for a Temporary Residential Parking Permit.
- Vehicles registered to a Post Office Box or Business are not eligible. (Owners of a business are eligible if they reside at the address and the vehicle is registered to that address.)
- Passes are non-transferable.

### How to Apply:

1. Fill in the information below and **include** a copy of the vehicle registration (for each vehicle).
2. Indicate the provincial plate number(s) for each vehicle requiring a permit at that address:

a) \_\_\_\_\_ b) \_\_\_\_\_ c) \_\_\_\_\_

### Applicant:

Name of Resident: \_\_\_\_\_

Residential Address: \_\_\_\_\_

City: Edmonton Province: Alberta Postal Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Personal Information required by City of Edmonton application forms is collected under authority of sections 33(a) and (c) of the Alberta Freedom of Information and Protection of Privacy (FOIP) Act. Your personal information will be used to process your application(s). Please be advised that your name, address and details related to your permit may be included on reports that are available to the public as required or allowed by legislation. If you have any questions, please contact a Service Advisor at the Edmonton Service Centre at 780-442-5054.

### **Conditions for Visitor Parking Passes:**

- Expiry Date:** All permit/passes **expire** September 30<sup>th</sup> of the following year.
- Placement:** Permit/passes must be **displayed** at bottom left side of the windshield (driver's side).
- Valid Area:** Permit/passes are **valid** only within 2 blocks of the address on the permit.
- Replacement:** There are **no replacement 'visitor passes'**. The visitor parking areas are assigned to Mini, Rossdale, Royal Gardens & UA-4 (Windsor Park) and are issued two (2) visitor passes per address per year. Additional passes are not issued even if lost or stolen.
- Purpose:** Visitor passes are for the use of the residents within those restricted residential parking areas **to allow** individuals who are visiting, to park adjacent to or in close proximity of the address as stated on the front of the pass.
- Description:** Visiting is an act or instance of **visiting a person**, place or thing be it with a resident or residence.
- Responsibility:** It is the **responsibility** of the owner of the visitor parking pass to inform all members of the household and visitors on the correct use of the passes.
- Not Used For:** Allowing people to use your visitor pass to attend classes or commuter parking is contrary to the program guidelines and is considered abuse. Any abuse of the visitor parking pass, confirmed by the Community League, will result in the cancellation of the current visitor parking pass issued to the household for the remainder of the permit/pass year and the denial to renew visitor passes for the following permit year.

- Only if you are in an area that has 'visitor parking' should you sign the bottom of page 2.
- By signing this form I (we, the household) agree to the conditions of the visitor parking pass.
- By not signing this form, the resident waves the right to obtain the visitor parking passes.

\_\_\_\_\_  
Signature of authorized resident  
for Visitor Parking Passes

\_\_\_\_\_  
Print Name

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