



TERMS OF PARKING PERMIT USE

Please review the following rules and regulations. Failure to abide by the terms and conditions may result in a parking citation.

- (1) Parking spaces are rented on a monthly calendar basis, starting from the first day of the month through the last day of the month.
- (2) Permits are not valid until confirmation from the City of Sacramento Parking Services Division that payment is received and processed.
- (3) Permits are in the form of virtual ePermits that utilize the vehicle's license plate number. Physical permits will not be provided.
- (4) Account holders are responsible for ensuring that their vehicle license plates are correctly entered into the system and that the most updated account information is present in the system, including the current license plate number. Entering the incorrect information or failure to keep updated information in the system may result in a parking citation because enforcement systems rely on what is in the system at the time of enforcement.
- (5) The ePermit authorizes a maximum of one (1) vehicle to park in the designated garage or lot at any single time. No specific space is assigned. All parking privileges are subject to the availability of a parking space on a first-come, first-served basis. These ePermits are non-transferable.
- (6) Failure to park in designated areas will result in citations and/or towing.
- (7) Payment is due on or before the 30th of the preceding month. If payment is not received by the 1st of the month, a late fee may be assessed, and your vehicle may be subject to a parking citation.
- (8) The monthly fee is subject to change. Notice of changes will be sent to the e-mail on file. Pro-rated fees are calculated only for new accounts opened on 16th through the 31st of the month. All fees are non-refundable.
- (9) Account holders may close or make changes to their account before the first of the month to avoid assessment of fees for that month. Please submit request either through [the permit portal](#), by downloading and submitting the [Change Order Form](#) from www.sacpark.org, or providing written notification to the Parking Division. Additional fees may apply if account closures are not requested correctly prior to the first of the month.
- (10) Correspondence may be e-mailed to PCSR@cityofsacramento.org (recommended), faxed to 916-808-5115, or mailed to:

Parking Services Division
300 Richards Blvd, Second Floor
Sacramento, CA 95811



- (11) Liability is limited as posted in the parking facility and as stated herein. The account holder waives and releases any claim for injury, damage, or loss resulting directly or indirectly from any action or failure to act by the property owner or the City of Sacramento and its employees under this agreement, including but not limited to, any loss of vehicle or contents, or any damage to vehicle by vandalism, theft, or accident. Account holders are advised not to leave articles of personal property of any value in the vehicle and agree not to hold the property owner or the City of Sacramento responsible for loss of property or damages resulting from loss of property left in the vehicle in violation of this agreement.
- (12) The City of Sacramento reserves the right to cancel the account and terminate this agreement without notice upon the failure of the account holder to pay any fee or charge, or perform any act or obligation imposed or required under this agreement.
- (13) The City of Sacramento may cancel the account and terminate this agreement for any reason by providing the account holder with written notice of such cancellation.
- (14) Parking facilities are for the purpose of parking a vehicle. Loitering, including tailgate parties, gatherings, film production, skateboarding, or any other activities not related to the sole purpose of parking or removing a vehicle from the premises is prohibited and may result in a parking citation or notification to local law enforcement.