

# Electric Vehicle Parking Application/Agreement



Name (Individual or Company)	Last Name		First Name & MI		Today's Date	
Address	Street Name		City		State & Zip	
Contact Information	Work		Home		Email	
Record Vehicles Using Parking	Vehicle License Plate		(Current DMV registration must be submitted with application.)			
Application for: (Garage name)		Please check One:		NEW	<input type="checkbox"/>	REPLACEMENT
					<input type="checkbox"/>	

<p><b><u>Customer Service Counter:</u></b>                  City of Sacramento                  Revenue Services                  915 I Street, Room 1214                  Sacramento, CA 95814                  Phone: (916) 264-5011</p> <p><b>Call (916) 808-5110 for hours</b></p>	<p><b><u>Mailing Address:</u></b>                  City of Sacramento                  Parking Services Division                  300 Richards Blvd, Second Floor                  Sacramento, CA 95811                  Fax: (916) 808-5115</p>	<p style="text-align: center;"><b><u>Card Pick-Up Location</u></b></p> <p style="text-align: center;">On the 4<sup>th</sup> business day after submitting paperwork, your access card will be available for pick-up at the Customer Service Counter.</p> <p style="text-align: center; color: red;"><b>Note that all fees must be paid before your access card can be picked up. Admin fees will not be accepted at the garages.</b></p>
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## Parking Agreement – Rights and Responsibilities

<b><u>Initial</u></b>	<p><b>1. Access Card Use:</b> This access card authorizes one (1) electric vehicle (EV) to park in the City-owned parking garage assigned to the access cardholder. No definite space will be assigned nor will availability be guaranteed. The access card is for the sole use of the registered access card holder to park the registered EV and is non-transferable. Daily market rates will apply if card holder does not use the card for entry or exit. The access card must be used in sequence by scanning it at the entrance and then the exit. If access card is used out of sequence, it will automatically become inactive. No overnight parking allowed unless authorized by the Parking Services Division Manager. The City of Sacramento reserves the right to relocate monthly parkers to another City-managed facility in the event of overflow or space limitations in the garage.</p>
	<p><b>2. Payment:</b> Full payment of applicable monthly fees is due on or before the 1<sup>st</sup> of each month. A \$10.00 late fee will be charged to the account on the 6<sup>th</sup> calendar day. If full payment is not received by the 10<sup>th</sup> day, the access card registered under the account will be deactivated until the account has been paid in full. All delinquent amounts must be paid before the access card can be reactivated. Access card owners will be responsible for any and all fees resulting from delinquent payments. If the assigned garage is full at the time of deactivation, the cardholder may be placed on a waiting list.</p> <p><b>Payment Options:</b></p> <ul style="list-style-type: none"> <li>a. <b>Automatic Credit Card Deduction:</b> Credit cards will be deducted in the first week of each month.</li> <li>b. <b>Payments by Mail:</b> Only checks and money orders will be accepted. Please list account number on check. Please make checks payable to: City of Sacramento.</li> <li>c. <b>Cash Customers:</b> Cash paying customers must visit the Customer Service Counter during regular office hours.</li> </ul>
	<p><b>3. Rates:</b> An administrative fee will be imposed for all new, lost, stolen, or damaged access cards. Per City Council Resolution No. 2000-646, vehicles powered exclusively by electricity shall park at no charge in garages owned and operated by the City. Once EV parking transactions exceed the threshold allowed to maintain free monthly parking access at any garage, the garage access will be offered at a reduced monthly rate per City Council Resolution (Amendment) 2000-646. The EV Parking Access Rates are as follows (subject to change):</p> <ul style="list-style-type: none"> <li>a. <b>Old Sacramento, Tower Bridge, Memorial, City Hall and Capitol Garages:</b> These garages allow access to EV cardholders at a reduced monthly rate. Price and location subject to change.</li> </ul>
	<p><b>4. Recharging Stations:</b> Locations of EV charging stations and charger types are available online at <a href="http://www.sacpark.org">www.sacpark.org</a> by clicking on Discount Programs and choosing Electric Vehicle Parking.</p>

	<p><b>5. Renewing Permit:</b> Permits are activated for the time period indicated on the DMV registration for the EV. To prevent interruption of service, please provide a current copy of the electric vehicle's DMV registration to the Parking Services Administration Office each year prior to the expiration date.</p>
	<p><b>6. Closing or Changes to Account:</b> Access card holders must close or make changes to account by submitting a Change Order Form found on our website at <a href="http://www.sacpark.org">www.sacpark.org</a> or providing written notification to the Parking Division. Additional fees may apply if cancellations are requested incorrectly. Access card holders will be charged for any and all use of the access card after the requested termination date. All correspondence must be sent to Department of Public Works, Parking Services Division, 300 Richards Blvd, Second Floor, Sacramento, CA 95811 or physically brought to the Customer Service Counter at New City Hall, 915 I Street, Room 1214, Sacramento, CA 95814.</p>
	<p><b>7. Exceptions:</b> Location supervisors and/or attendants are not authorized to make or allow any exceptions to this agreement and operating regulations.</p>
	<p><b>8. Liability:</b> Liability is limited as posted in the parking facility and as stated herein. The access card holder waives and releases any claim for injury, damage, or loss resulting directly or indirectly from any action or failure to act by 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. Access card holders are advised not to leave articles of personal property of any value in vehicle and agree not to hold City of Sacramento responsible for loss of property or damages resulting from loss of property left in vehicle in violation of this agreement.</p>
	<p><b>9. Cancellation:</b> The City of Sacramento reserves the right to cancel the permit and terminate this agreement without notice, upon the failure of permit holder to pay any fee or charge, submit updated DMV registration, or to perform any act or obligation imposed or required under this agreement.</p>

Last Name		First Name & MI	
Customer Signature:		Date:	

Customer Service Rep: _____ Date: _____	<b><u>Office Use Only</u></b>	Accounting Rep: _____ Date: _____
Access Card # _____ Account # <u>53604</u> Participant # _____ Access Program: _____ Amount Paid: _____		