



RESIDENTIAL PERMIT PARKING APPLICATION

200 East Santa Clara Street, San Jose, California 95113 | 8th Floor Front Desk
 Phone (408) 535-3850 | Fax (408) 292-6090 | DOTPermits@sanjoseca.gov

Department of Transportation • DOT Permit Center • Hours: Monday – Friday, 8:00 am – 5:00 pm (Excluding City Holidays)

The City of San José issues two different types of Residential Parking Permits – Residential Vehicle Permit Stickers (“Stickers”- assigned to specific vehicles) and Visitor Permit Hangers (“Hangers”- transferable between vehicles) Permits are \$35 each, unless otherwise stated. Permit limits vary by zone. Please see the reverse side of this application for permit limits for your zone.

Copies of the following are required for each applicant, unless otherwise noted in ‘Applicant Names & Relationships’ below.

A) VALID PHOTO IDENTIFICATION

B) PROOF OF RESIDENCY: One of the following documents reflecting the applicant’s name and address.

- Current lease agreement ^a
- Tennant verification form
- Entire current (last 90 days) copy of utility bill
- Current property tax bill

For Residential Vehicle Permit Sticker(s), the following is also required:

C) CURRENT DMV REGISTRATION: Valid registration copy reflecting owner name, make, model, and **permanent license plate number** of vehicle. **One sticker will be issued for each valid DMV registration submitted, up to the maximum number per residence.**

^a Note: Lease Agreements are not accepted as proof of residency in Horace Mann and SUN Zones. Use Tennant Verification Form.

STREET ADDRESS:	UNIT:
TELEPHONE # ()	EMAIL ADDRESS:
I AM A (CHECK ONE): <input type="checkbox"/> PROPERTY OWNER <input type="checkbox"/> TENANT	

APPLICANT NAMES & RELATIONSHIPS

Up to four (4) residents at the same address may share one Residential Parking Permit application, subject to zone limits.^b Copies of **A) valid photo identification** and **B) proof of residency** are required for each person applying for a permit. Additionally, **C) current DMV registration** is required for each vehicle receiving a Sticker Permit.

Exception to B) proof of residency: Separate proof of residency documentation is not required for a child, spouse, or registered domestic partner of the Lead Applicant, if indicated below. Each adult resident (age 18 and over) must sign this application authorizing the Lead Applicant to obtain permits on their behalf. If requesting Visitor Permit Hanger(s), approved Hanger(s) will be assigned to the Lead Applicant.

#	Applicant Name	Designation	Permit Type Requested (to be assigned by name)	Year & Make of Vehicle (Sticker Permit)	License Plate # (Sticker Permit)
1.		Lead Applicant – Authorized to pick up permits for Address	<input type="checkbox"/> Sticker ^b <input type="checkbox"/> Hanger 1 <input type="checkbox"/> Hanger 2 ^b		
2.		<input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> N/A <input type="checkbox"/> Registered Domestic Partner	<input type="checkbox"/> Sticker ^b		
3.		<input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> N/A <input type="checkbox"/> Registered Domestic Partner	<input type="checkbox"/> Sticker ^b		
4.		<input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> N/A <input type="checkbox"/> Registered Domestic Partner	<input type="checkbox"/> Sticker ^b		

^b Refer to limits of types of permits by Permit Zone on the back of this page. Permits are \$35 each, unless otherwise stated.

I have received, read, and understood the attached written instructions. I certify under penalty of perjury that the statements contained herein are true and hereby agree to comply with all the terms of the Residential Permit Parking Policies. I understand that selling, transferring, duplicating, and/or unauthorized distribution of permits is strictly prohibited. I authorize the individual designated as the Lead Applicant to obtain approved/issued permits.

#1 Lead Applicant Signature	Date	#2 Applicant Signature	Date
#3 Applicant Signature	Date	#4 Applicant Signature	Date

OFFICE USE ONLY • Approved by: _____ Transaction Date: _____ Amount: \$ _____ Payment Type <input type="checkbox"/> Cash <input type="checkbox"/> Credit <input type="checkbox"/> Check <input type="checkbox"/> N/A
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RESIDENTIAL PERMIT PARKING POLICIES

1. To apply for permits, mail or bring in this application and copies of all required documents to the address below:

200 East Santa Clara Street, 8th Floor, San Jose, CA 95113
2. Permits are issued from 8:00 A.M. to 5:00 P.M., Monday through Friday, except City holidays. Permit applications received after 5:00 P.M. will be processed the following business day. If a field investigation is required, applications may take up to 10 business days to process. Payment is accepted by Visa, American Express, MasterCard, Check or Money Order (Payable to: City of San José), or Cash in the exact amount (Note: The DOT Permit Center does not have the ability to make change.)
3. Non-resident property owners may obtain only one (1) guest permit hanger per zone, upon proof of ownership of property (current property tax bill) within a designated permit parking area. In addition, non-resident property owners must provide proof of residency (see 'proof of residency' requirements) at an address separate from the owned property.
4. All permits must be prominently and properly displayed to be valid. Parking citations will be issued to any vehicle parking in a permit area without the appropriate permit. The residential parking permit must be applied to the inside bottom left corner of the rear window and be visible to enforcement officers. For vehicles with tinted rear windows or obstructed by a camper shell, the permit must be applied to the inside bottom left corner of the front windshield. Guest permit hangers must be displayed facing outward on the rearview mirror of the vehicle. For motorcycles, the residential permit must be applied to the front left fork.
5. If a permit is lost or stolen, there is a non-refundable replacement fee for each permit. The replacement fee will be waived only when a copy of an incident police report and case number are provided to the DOT Permit Center.
6. Vehicles displaying residential parking permits are not exempt from complying with parking restrictions such as red zones, metered spaces, and other time-restricted zones. Vehicles with valid California handicap placards are exempt from residential parking permit restrictions.
7. The Director may revoke all permits and/or deny application for issuance or renewals of permits if individuals are found to provide inaccurate information, violate any conditions placed upon the parking permit, and/or fail to comply with any provision of San Jose Municipal Code Chapter 11.48.

ZONE	RESIDENTIAL STICKER PERMIT LIMIT	GUEST HANGER PERMIT LIMIT	EXPIRATION DATE (regardless of issuance)
Autumn/Montgomery ^c	Unlimited	2	December 31st of EVEN years
Berryessa ^c	Unlimited	2	December 31st of ODD years
Cadillac	0	1	February 28th/29th of EVEN years
Cahill Park	0	1	January 31st of ODD years
Century/Winchester	Unlimited	2	December 31st of ODD years
Civic Center	Unlimited	2	October 31st of EVEN years
College Park	Unlimited	2	August 31st of EVEN years
Delmas Park	Unlimited	2	March 31st of ODD years
Eden	1	2	June 30 th of EVEN years
Garden/Alameda ^c	Unlimited	2	November 30th of EVEN years
Hoffman	0	1	March 31st of EVEN years
Horace Mann	3	2	September 30th of EVERY year
Lynhaven	1	2	March 31st of EVEN years
Market/Almaden ^c	Unlimited	2	February 28th/29th of EVEN years
Parkside ^c	Unlimited	2	January 31st of ODD years
Santana	Unlimited	2	November 30th of ODD years
Sherman Oaks	4	2	May 31st of EVEN years
St. Leo's ^c	Unlimited	2	February 28th of ODD years
S.U.N.	3	2	July 31st of EVERY year
University	Unlimited	2	August 31st of ODD years
Via Monte	0	2	April 30 of EVEN years
West Berryessa	0	2	May 31 st of EVEN years

^c There is no fee for Residential Parking Permits in these zones.