

City of Kingston – Terms and Conditions for Parking Permit Holders

1. The City of Kingston is not responsible for loss or damage to vehicle or contents. Please LOCK vehicle at all times.
2. All plates registered to valid permits must not have outstanding fines/fees. Any outstanding fines/fees must be paid in order to register a plate to a permit, update, or renew a parking permit.
3. The permit is issued to the applicant and is not transferable, and may not be re-sold. Only one municipal parking permit is permitted per person.
4. On-street permit exempts vehicle from time of day restrictions on streets in zone for which it was issued. Permit is not valid for meters or Pay & Display, and does not exempt from winter overnight parking or other regulations.
5. Parking is on a space available basis. There are no reserved parking spaces.
6. One permit will be provided with a maximum of three license plates registered. Any revisions to licence plates must be done by permit holder in writing or in person. Only one vehicle is allowed to park at a time using the permit.
7. Residential permits:
 - a. Permit is issued to property owner or tenant and must be accompanied by proof of residency.
 - b. Applicants for **Temporary permits must provide proof of their host’s residency**.
 - c. *Temporary* permits are valid for up to 7 consecutive days, with a limit of 1 consecutive renewal.
 - d. Maximum of one per residential unit, with a maximum of 3 per multi-residential property.
 - e. To assess capacity and review program conditions permits are subject to renewal on December 31, 2017.
8. Permit is only valid in window sleeve displayed in lower passenger side of windshield. Permit must be in a vehicle that is registered on the permit. Permit number and bar code must be clearly displayed. If not displayed correctly, motorist is required to pay applicable parking fines incurred.
9. A \$10 refundable deposit is required upon permit issuance. Should a permit be lost, stolen or returned unusable, the applicant shall forfeit the deposit and pay another deposit for the replacement. One window sleeve is provided at no charge. Additional sleeves are \$2.00 each.
10. Permits are due for renewal by 11:59 p.m. on the last day of the month. If not renewed by this deadline, the permit will expire and may be cancelled. Vehicles parked with an invalid permit shall be considered to be parked in violation.
11. Permits may be cancelled at any time by returning the permit tag. Permit must be cancelled prior to the first day of the month. There are no partial refunds. Advance payment refunds will not be made if there are outstanding parking fines for any vehicle listed on the permit.
12. Permit is limited to passenger vehicles as per Parking By-law 2010-128. Notwithstanding the above, vehicles found in violation of any parking by-law may be ticketed and/or towed.
13. The City of Kingston reserves the right to cease parking privileges and may temporarily close streets without notice.

I _____ agree to the above terms and conditions.
 (Print name)

 Signature

 Date

 Permit No.

 Zone/Lot

About your privacy:

City of Kingston’s Privacy Statement: “Personal information, as identified by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), including name, address, telephone number and electronic email address, is collected under the authority of the Municipal Act, 2001, and in accordance with MFIPPA and all other legislation. Your personal information will only be used for parking permit registration and to contact you. Questions regarding the collection, use and disclosure of this personal information may be directed to the Corporate Records and Information Officer, City Clerk’s Department, 216 Ontario Street, Kingston, Ontario, K7L 2Z3”

From time to time, the Transportation Services Department may conduct market research about our services. Please indicate below if you would like to be included in this market research. Please check boxes as appropriate:

- Yes, I would like to be contacted by email. No, I do not wish to be contacted.

Would you like to receive any information about Transportation Services as it becomes available?

- Yes, I would like to be contacted by email with transportation/parking information.

- No, I do not wish to be contacted with transportation/parking information