



City of Greensboro Monthly Parking Permit
Application Instructions

To receive a monthly parking permit at City of Greensboro parking decks or lots:

1. Complete and sign the monthly parking permit application.
2. Submit the application by email or in person to the to the corresponding deck office that handles the application of your preferred location. (See below.)

Bellemeade Street Parking Deck

Commerce Place Lot

BellemeadeStreet@greensboro-nc.gov

220 N. Greene St.

336-373-2157

Church Street Parking Deck

ChurchStreet@greensboro-nc.gov

215 N. Church St.

336-373-2973

Davie Street Parking Deck

Depot Complex Lot

DavieStreet@greensboro-nc.gov

109 E. Market St.

336-373-2136

February One Parking Deck

110 S. Davie St.

336-373-3321

Kevin.McCray@greensboro-nc.gov

Eugene Street Parking Deck

EugeneStreet@greensboro-nc.gov

215 N. Eugene St.

336-373-2145

Greene Street Parking Deck

City-County Lot

Elm Street-Greensboro Street Lot

Elm Street-McGee Street Lot

Elm Street-Martin Luther King Jr.

Drive Lot

Federal Place-Washington Street

Lot

GreeneStreet@greensboro-nc.gov

211 S. Greene St.

336-373-2113

If you have not received a response by e-mail or phone within two weeks, please contact the deck office.

City of Greensboro Parking Enforcement Office

336-373-2648

Melvin Municipal Office Building, UG Level, 300 W. Washington St.

LAWSON ID: _____ CONTROL CARD/HANGTAG NUMBER _____

TYPE _____ PARKING DECK _____

NAME _____ HOME PHONE _____

HOME ADDRESS _____

CITY _____ STATE _____ ZIP _____

EMPLOYER _____ BUSINESS PHONE _____

EMPLOYER'S ADDRESS _____ EMAIL ADDRESS _____

CITY _____ STATE _____ ZIP _____

CAR MAKE _____ MODEL _____ LICENSE PLATE NO. _____

CARD DEPOSIT _____ RENTAL FEE _____ RECEIVED BY _____

DEPOSIT REFUNDED: DATE _____ AUTHORIZATION _____

- That monthly payments are to be paid **no later than the first day of each month in advance**. That failure to make payment by the 10th of any month will result in forfeiture of my parking privileges.
 Payments may be mailed to: City of Greensboro Collections Division, P.O. Box 26120, Greensboro, NC 27402-6120
- Return Check Charge - I agree to pay a handling fee of \$25.00 for each time a check for payment of parking fee is returned to the City of Greensboro by the bank.
- This contract limits the Parking Deck Operator's liability. It licenses you to park one vehicle in a designated area at your sole risk and at posted rates. Any car parked at a City of Greensboro parking facility is parked at the car owner's sole risk. No care, custody, or control of your vehicle or its contents is assumed by facility owner or parking operator and neither facility owner nor parking operator are responsible for any fire, theft, damage, or loss. The car owner alone is responsible for parking and locking his/her car. Only a license to park is granted hereby and no bailment is created. This is your entire contract and no employee may modify or waive any of its terms. By your acceptance of it you agree to all foregoing terms.
- Permit parking provides for entry and exit of parking facility at any time during deck regular operating hours. Special Events, as designated by the City Manager, may require separate access payment. A notice of Special Events will be posted at every parking facility, at least thirty days prior to the event date.
- I agree that if I violate any of the conditions and provisions herein, that my vehicle may be ticketed, towed and/or my permit parking privileges terminated.
- I understand that a control card or hangtag will be issued to me to enter and exit the parking facility during the agreed term. I agree that the control card/hangtag will remain the property of the City of Greensboro, and may not be misused, loaned, sold, or assigned and shall be returned to the Parking Deck where application was made.
- A non-refundable fee of \$10 per card shall be assessed for replacement of lost or damaged control card(s)/hangtag(s).
- I agree that only one vehicle will be parked in the facility at any given time under my permit.
- I understand that in the occasion that a deck has reached capacity, my pass will allow entry at the earliest available opportunity, ahead of transient/general parkers. Unless otherwise specified, my pass allows use of a space within the parking structure, but does not designate a specific space to be used.
- This parking permit application is issued on a month-to-month basis and shall continue thereafter until permit parker or the City of Greensboro terminates. Said termination shall be given prior to the beginning of each month and permit parker agrees that he/she shall be held responsible for monthly payments until termination is given to the City of Greensboro.
- **I must return the control card and/or hangtag in order for the City of Greensboro to terminate this contract.**

 PARKING APPLICANT

 DATE