

NOTARIZED LETTER REQUIREMENT FORM

CURRENT RESIDENCY INFORMATION: (PLEASE PRINT CLEARLY)

FULL NAME: _____

ADDRESS AND STREET: _____ APT/UNIT #: _____

CITY/STATE/ZIP CODE: _____ PHONE #: _____

SIGNATURE: _____ DATE: _____

I do hereby attest and affirm that the information enclosed in this letter is truthful, current, and accurate to the best of my knowledge. I understand that if the enclosed information is falsified it may result in my residential parking permit privileges being revoked.

PLEASE CHOOSE AND MARK THE BOX THAT APPLIES TO YOUR NEED FOR THE NOTARIZED LETTER REQUIREMENT
(READ CAREFULLY)

PROOF OF VEHICLE REGISTRATION: (THE VEHICLE IS NOT REGISTERED IN MY NAME/DIFFERENT LAST NAME OR COMPANY NAME)

VEHICLE REGISTERED TO: _____ YOUR RELATIONSHIP TO OWNER: _____

SIGNATURE OF VEHICLE OWNER: _____ I GIVE EXCLUSIVE USE OF MY VEHICLE TO ABOVE SIGNED.

VEHICLE HAS GROSS WEIGHT OF 6,000 LBS. OR MORE (Ord.2-1991, eff. 2-4-91) PLATE # _____ GROSS WEIGHT _____
A VEHICLE 10,000 LBS OR OVER WILL NOT QUALIFY FOR A PERMIT

EXPLANATION FOR USE:

PROOF OF RESIDENCY: DUE TO A LEASE NOT BEING ISSUED BY PROPERTY OWNER AND/OR NOT HAVING A UTILITY BILL IN MY NAME.

LANDLORD/PROPERTY OWNERS SIGNATURE: _____ I VERIFY THAT THE ABOVE RESIDENT

DOES LIVE OR SUBLEASES AT THE ABOVE ADDRESS AND WILL LIVE THERE FROM _____ TO _____.

LOST/DAMAGED OR MISPLACED VISITORS PASS OR PARKING PERMIT: (MUST BE THE PERSON WHO PURCHASED ORIGINAL PERMITS)

VISITOR PASS WAS NOT LEFT AT THE ABOVE ADDRESS BY PREVIOUS TENANT

PREVIOUS TENANT NO LONGER LIVES AT THE ABOVE ADDRESS: (SIGNATURE OF LANDLORD IS NEEDED)

LANDLORD/PROPERTY OWNERS SIGNATURE: _____ DATE: _____

NOTARY INFORMATION ONLY

Sworn to and subscribed before me:

this _____ day of _____ yr. _____

NOTARY PUBLIC

