

2017-2018

SENIOR RESIDENT METERED PERMIT APPLICATION

TOWN OF NEW CASTLE
200 SOUTH GREELEY AVENUE CHAPPAQUA, NY 10514 (914) 238-4772
APPLICATION FOR PARKING PERMIT

PLEASE PRINT

Form with fields: LAST NAME, FIRST NAME, ADDRESS: HOUSE # & STREET, CITY, ZIP, EMAIL ADDRESS, HOME PHONE, BUSINESS PHONE, PLATE NO.

FOR OFFICIAL USE ONLY

Form with fields: PERMIT NO., CASH, CHECK, CREDIT CARD, BY, DATE

ONLY TIMELY, COMPLETE, APPLICATIONS SUBMITTED BY MAY 26TH WILL BE AVAILABLE FOR PICK-UP ON JUNE 9TH

Please include a self-addressed, stamped envelope for each permit you would like mailed.

Affidavit: The undersigned hereby affirms under the penalties of perjury that I reside at and occupy the above residential property and that I am the owner or authorized operator of the vehicle listed herein.

MUST BE APPLICANT'S SIGNATURE

DATE

INSTRUCTIONS - PLEASE ENCLOSE WITH APPLICATION

- Copy of vehicle registration with your New Castle Address
Copy of your drivers' license with your New Castle Address
Check payable to "New Castle Town Clerk"
Provide your telephone number and e-mail address in case of emergency
If you have a car that is NOT registered in your name:
Leased Car: Please provide a copy of your lease agreement and the registration which indicates the license plate number of the car
Company Car: Please provide a letter of authorization on company letterhead, your company ID, and the registration which indicates the license plate number of the car
THE ORIGINAL SIGNATURE OF THE APPLICANT IS REQUIRED - so no e-mailed or faxed applications
Please note - Parking permits will not be issued to individuals with outstanding parking tickets
To be eligible for a senior resident permit you must be 65 years of age or older at time of registration.
Fee: \$20.00 annually (Each person fills out their own application and each permit costs \$20.00)

Permits are to be used only for the vehicle listed. Changes of plate number may be made by returning the permit with a copy of the new registration and payment of a \$5.00 fee.

PLEASE NOTE: TO REPLACE A LOST PERMIT YOU MUST FOLLOW THE PROCEDURE LISTED BELOW:
1. FILL OUT A DEPOSITION IN THE TOWN CLERK'S OFFICE.
2. BRING TO POLICE DEPARTMENT TO GET A COMPLAINT/BLOTTER NUMBER.
BRING DEPOSITION BACK TO TOWN CLERK'S OFFICE AND PAY \$5.00 FEE FOR METER REPLACEMENT