## 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

LAST NAME	FIRST NAME	-	FOR OFFICIAL USE ONLY
ADDRESS: HOUSE # & STREET	CITY	ZIP	PERMIT NO.
EMAIL ADDRESS			□ CASH
HOME PHONE	BUSINESS PHONE		□ CHECK
( ) PLATE NO.	PLATE NO.		☐ CREDIT CARD
	TERTE IV.		
PLATE NO.			BY
			DATE

**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 vehicles listed herein. Applicant also agrees to be responsible for payment of any New Castle parking tickets issued to the plates listed above. **Permits are not valid unless displayed.** 

MUST BE APPLICANT'S SIGNATURE

DATE

## <u>INSTRUCTIONS – PLEASE ENCLOSE WITH APPLICATION</u>

- ✓ Copies of registrations for up to three cars 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
  - o 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)

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

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Please include a selfaddressed, stamped envelope for each permit you would like mailed.

Permits are to be used only with those vehicles 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