2017-2018

RESIDENT PARKING REGISTRATION

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

APPLICATION FOR PARKING REGISTRATION

PLEASE PRINT

LAST NAME	FIRST NAME	
ADDRESS: HOUSE # & STREET	CITY	ZIP
E-MAIL ADDRESS		
HOME PHONE ( )	BUSINESS PHONE ( )	
PLATE NO.	PLATE NO.	
PLATE NO.		

FOR OFFICIAL USE ONLY

PERMIT NO. ____________

☐ CASH ____________

☐ CHECK ____________

☐ CREDIT CARD ____________

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.

____
MUST BE APPLICANT'S SIGNATURE   DATE ____________

APPLICATIONS ARE **DUE BY MAY 26TH**

TO BE VALIDATED FOR JUNE 15TH

Applications submitted after May 26th will be considered late

PARKING RULES:

1. Parking privileges are extended only to those vehicles listed – changes in plate number must be made by producing a copy of the registration for the new plate.
2. Purchasing a parking permit does not guarantee a parking spot
3. Misuse of the parking privileges or misrepresentation on this application will result in revocation and loss of fee

* *

INSTRUCTIONS – PLEASE ENCLOSE WITH APPLICATION

- ✓ 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:**
  - o 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

Resident Restricted Parking Fees

	June 15	Sept. 15	Dec. 15	March 15
First Permit	***$500.00***	***$375.00***	***$250.00***	***$125.00***
Second in Household	***$750.00***	***$562.50***	***$375.00***	***$187.50***

Both permits **can not be taken out in the same name**