

CITY OF INDIANAPOLIS
GREGORY A. BALLARD
MAYOR

**CITY OF INDIANAPOLIS
DEPARTMENT OF METROPOLITAN DEVELOPMENT
RESIDENTIAL PERMIT PARKING APPLICATION**

In accordance with and pursuant to the City of Indianapolis, Department of Metropolitan Development, I _____, the undersigned, being the property owner/leasee of: (PRINT FULL NAME CLEARLY)

Address: _____

City/St/Zip: _____

Phone: _____

Which is located within a designated residential permit parking zone, do hereby apply for and register with the Department of Metropolitan Development, Division of Compliance for parking stickers and visitor placards for the above address. I further request _____ stickers for the following licensed/registered vehicles:

Vehicle License Plate #	Vehicle Year/Make/Model	Sticker # (office use only)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I hereby affirm that this information is accurate and correct and I knowingly agree to the terms and conditions of the issuance of the above sticker(s).

(Signature of applicant)

(Date)

Please notify the Right-of-Way Department at (317) 327-8583 of any changes to the above information as they occur. Please note that you must obtain new parking stickers and visitor passes each year, and vehicle information must be updated as well. Each applicant is allowed **2 visitor passes** per year; or for addresses with several applicants **1 visitor pass** per applicant .

PERMITS

1200 S. Madison Avenue, Suite 100
Indianapolis, Indiana 46201

Phone: (317) 327-8700 Fax: (317) 327-3125 TDD for Hearing Impaired: (317) 327-5186

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RESIDENTIAL PERMIT PARKING POLICY & PROCEDURES

1. Residents of each dwelling (house or apartment) located directly adjacent to City of Indianapolis right of way affected by a Board of Public Works resolution establishing residential permit parking may request such a permit upon an application provided by the Department of Metropolitan Development. Such applications will require the following documentation:
2. **Verification of current residence** – Valid Indiana operator’s license, or a current picture ID with indicia of current address, i.e. utility bill, check stub, or similar document generated within 30 days of request.
3. **Verification of current Indiana vehicle registration** – Vehicle must be registered to address receiving parking permit. If vehicle is registered to a company, you must provide a letter on company letterhead stating that vehicle is a company vehicle and said letter must be signed by a company supervisor. If vehicle is not registered to the approved address, you must provide the copy of the registration along with 2 forms of i.d. reflecting the approved address (i.e. utility bill, lease, check stub or similar document).
4. **Telephone number** – You must provide a valid telephone number on the application.
5. Each applicant may request up to two (2) visitor passes per year **per resident/household**. Resident and visitor passes **must be applied for each year**. You must re-submit all of the proper documentation in order to obtain parking permit.
6. Affected residents have the responsibility to notify the Department of Metropolitan Development – Division of Compliance, of any changes to the above ‘verification’ information within thirty (30) days of its occurrence.

*** Permit staff reserves the right to limit stickers and visitor passes on case by case basis.**

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