



RESIDENTIAL PERMIT PARKING APPLICATION

200 East Santa Clara Street, San Jose, California 95113
Phone (408) 535-3850 | Fax (408) 292-6090 | DOTPermits@sanjoseca.gov

Department of Transportation • Permit One-Stop Center • Hours: Monday – Friday, 8:00 am – 5:00 pm (Excluding City Holidays)

<input type="checkbox"/> RESIDENT VEHICLE PERMIT STICKER(S) (CHECK BOX IF APPLYING FOR THIS PERMIT) <input checked="" type="checkbox"/> VALID PHOTO IDENTIFICATION <input checked="" type="checkbox"/> PROOF OF RESIDENCY: One of the following documents reflecting the resident’s name and address. <ul style="list-style-type: none"> • Current lease agreement* • Tennant verification form • Entire current (last 90 days) copy of utility bill • Current property tax bill <input checked="" type="checkbox"/> CURRENT DMV REGISTRATION: Registration copy reflecting vehicles valid license plate number that will be registered. <i>One sticker will be issued for each valid DMV registration copy submitted, up to the maximum number per residence.</i>	<input type="checkbox"/> VISITOR PERMIT HANGER(S) (CHECK BOX IF APPLYING FOR THIS PERMIT) <input checked="" type="checkbox"/> VALID PHOTO IDENTIFICATION <input checked="" type="checkbox"/> PROOF OF RESIDENCY: One of the following documents reflecting the resident’s name and address. <ul style="list-style-type: none"> • Current lease agreement* • Tennant verification form • Entire current (last 90 days) copy of utility bill • Current property tax bill <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> I AM APPLYING FOR A (SELECT ONE): <input type="checkbox"/> NEW PERMIT <input type="checkbox"/> RENEWAL PERMIT </div>
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*Note: Lease Agreements are not accepted as proof of residency in Horace Mann and SUN Zones. Use Tennant Verification Form.

I AM A (CHECK ONE): PROPERTY OWNER TENANT

RESIDENT NAME (FIRST & LAST):	EMAIL:	
STREET ADDRESS:	UNIT#:	
CITY:	STATE:	ZIP CODE:
PHONE # (Primary):	PHONE # (Secondary):	

PERMITS REQUESTED

Refer to limits of types of permits by Permit Zone on the back of this page. Permits are \$35 each, unless otherwise stated.

RESIDENTIAL PERMITS (STICKERS) – Copy of current DMV registration required for each vehicle					
#	Owner of Vehicle	Year & Make of Vehicle	License Plate #	Permit # (Office Use Only)	Permit Fee
<input type="checkbox"/> 1.				R	\$
<input type="checkbox"/> 2.				R	\$
<input type="checkbox"/> 3.				R	\$
<input type="checkbox"/> 4.				R	\$

VISITOR PERMITS (HANGERS)			
#	Resident Name	Permit # (Office Use Only)	Permit Fee
<input type="checkbox"/> 1.		G	\$
<input type="checkbox"/> 2.		G	\$

Office Use Only	
Approved by: _____	Transaction Date: _____
Permit Zone: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Credit <input type="checkbox"/> Check <input type="checkbox"/> N/A
_____	Total Amount: \$ _____

SIGN BELOW AFTER READING THE POLICIES AND INSTRUCTIONS ON THE BACK OF THIS PAGE

All residential parking permits are non-transferable. Selling, transferring, duplicating, and/or unauthorized distribution of permits is strictly prohibited. I have received, read, and understood the attached written instructions. I certify under penalty of perjury that the statements contained herein are true and hereby agree to comply with all the terms of the Residential Permit Parking Policies.

Signature

Date

RESIDENTIAL PERMIT PARKING POLICIES

1. To apply for permits, mail or bring in required documents to the address below. Permits are issued from 8:00 A.M. to 5:00 P.M., Monday through Friday, except City holidays. Permit applications received after 5:00 P.M. will be processed the following business day. If a field investigation is required, applications may take up to 10 business days to process. To apply or renew, you must have all of the following:
 - a. Completed application
 - b. Valid photo identification
 - c. Proof of residency within the designated permit parking area. Only the following are accepted: tenant verification form, rental contract, current vehicle registration, current property tax bill, or recent (within 90 days) landline telephone or utility bill.
 - d. Rental Contracts are not accepted for **S.U.N.** and **Horace Mann** permit areas- use Tenant Verification Form.
 - e. If applying for Residential Sticker Permits, current DMV registration is required for each vehicle.
 - f. Payment is accepted by Visa, American Express, MasterCard, Check or Money Order ***Payable to: City of San José*, or Cash in the exact amount (Note: The DOT One-Stop Permit Center does not have the ability to make change.)**
2. Non-resident property owners may obtain only one (1) guest permit hanger per zone, upon proof of ownership of property (**current property tax bill**) within a designated permit parking area. In addition, non-resident property owners must provide proof of residency (**see above proof of residency requirements**) at an address separate from the owned property.
3. All permits must be prominently and properly displayed to be valid. Parking citations will be issued to any vehicle parking in a permit area without the appropriate permit. The residential parking permit must be applied to the inside bottom left corner of the rear window and be visible to enforcement officers. For vehicles with tinted rear windows or obstructed by a camper shell, the permit must be applied to the inside bottom left corner of the front windshield. Guest permit hangers must be displayed facing outward on the rearview mirror of the vehicle. For motorcycles, the residential permit must be applied to the front left fork.
4. If a permit is lost or stolen, there is a non-refundable replacement fee for each permit. The replacement fee will be waived only when a copy of an incident police report and case number are provided to the DOT One-Stop Permit Center.
5. Vehicles displaying residential parking permits are not exempt from complying with parking restrictions such as red zones, metered spaces, and other time-restricted zones. Vehicles with valid California handicap placards are exempt from residential parking permit restrictions.
6. The Director may revoke all permits and/or deny application for issuance or renewals of permits if individuals are found to provide inaccurate information, violate any conditions placed upon the parking permit, and/or fail to comply with any provision of San Jose Municipal Code Chapter 11.48.

ZONE	RESIDENTIAL STICKER PERMIT LIMIT	GUEST HANGER PERMIT LIMIT	EXPIRATION DATE (regardless of issuance)
Autumn/Montgomery*	Unlimited	2	December 31st of every EVEN year
Berryessa*	Unlimited	2	December 31st of every ODD year
Cadillac	0	1	February 28th/29th of every EVEN year
Cahill Park	0	1	January 31st of every ODD year
Century/Winchester	Unlimited	2	December 31st of every ODD year
Civic Center	Unlimited	2	October 31st of every EVEN year
College Park	Unlimited	2	August 31st of every EVEN year
Delmas Park	Unlimited	2	March 31st of every ODD year
Eden	1	2	June 31 st of every EVEN year
Garden/Alameda*	Unlimited	2	November 30th of every EVEN year
Hoffman	0	1	March 31st of every EVEN year
Horace Mann	3	2	September 30th of EVERY year
Lynhaven	1	2	March 31st of every EVEN year
Market/Almaden*	Unlimited	2	February 28th/29th of every EVEN year
Parkside*	Unlimited	2	January 31st of every ODD year
Santana	Unlimited	2	November 30th of every ODD year
Sherman Oaks	4	2	May 31st of every EVEN year
St. Leo's*	Unlimited	2	February 28th of every ODD year
S.U.N.	3	2	July 31st of EVERY year
University	Unlimited	2	August 31st of every ODD year
Via Monte	0	2	December 31st of every ODD year
West Berryessa	0	2	May 31 st of every EVEN year

*There is no fee for Residential Parking Permits in these zones.