



**CITY OF MOORHEAD MINNESOTA  
RESIDENTIAL PARKING PERMIT APPLICATION  
Period August 15, 2014 – May 15, 2015**

Residential Parking Permits are available to owners of residential property directly adjacent to 3-hour parking zones only. There is no charge for the initial permit or renewal. There is a \$25.00 to replace a permit. To apply for or renew a permit, the property owner must:

1. Complete the permit application.
2. If the property sold since the permit was issued and is not available to the new owner, or if the permit was lost or stolen, owner must complete the replacement permit application. For lost or stolen permits, owner must also file a police report and pay a \$25.00 replacement fee. If prior tenants did not surrender the permit, it will be treated as lost or stolen.
3. Provide proof of property ownership (only if property tax records are not yet in your name; closing statement or warranty deed serve as proof of ownership).
4. Submit completed application and documents in-person or by mail to 3<sup>rd</sup> Floor of City Hall, 500 Center Avenue, Moorhead MN 56560. Materials may also be scanned and e-mailed to [parkingpermits@cityofmoorhead.com](mailto:parkingpermits@cityofmoorhead.com).
5. Allow up to 4 weeks for processing
6. Questions? Contact us at 218.299.5166 (option 3) or [parkingpermits@cityofmoorhead.com](mailto:parkingpermits@cityofmoorhead.com)

**CONDITIONS FOR USE**

The permit exempts a vehicle displaying the permit from the posted, on-street parking 3-hour time limit restrictions within one block of the permit holder's residence. Eligible households may be issued a maximum of one (1) permit per residence valid for the 3-hour parking restriction calendar year (August 15 to May 15) and annual renewal is required. Residential Parking Permits do not guarantee a parking place, nor grant parking privileges at another location. Residential Parking Permits do not allow parking in violation of any other parking restrictions as limited by state law or City Ordinance Title 5, Chapter 2 (24 hour limits, street/sanitation maintenance days, snow removal declarations, etc.). When used, the permit must be in full display to be valid – no exceptions. Permits are transferrable between your vehicles and that of your guests, however guest use is monitored. Special event exemptions for graduations, weddings, contractors work etc. are granted on a case by case basis through the Moorhead Police Department. Unpaid parking/traffic fines and improperly registered vehicles may be cause for denial of permit issuance.

Permit theft, duplication or fabrication is a misdemeanor under City Ordinance 5-2-7-3. Use of a stolen, duplicated, or fabricated permit is a crime and could lead to vehicle impounds and criminal penalties. Permits are the property of the City of Moorhead and can be voided or recalled without cause. There is a \$25.00 fee for permit replacement.

**APPLICATION**

Property Owner:

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_

Property Address: \_\_\_\_\_

Drivers License# \_\_\_\_\_ State \_\_\_\_\_ Date of Birth \_\_\_\_\_

I have read and understand the conditions of use and agree to these terms.

Property Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

**THIS SECTION FOR OFFICE USE ONLY:**

**Three-hour zone verified**

**New Permit (no previous permit)**

**Renewal Permit (update date sticker only)**

**Duplicate (need replacement application & fee)**

Proof of Residency: (circle one) City Records    Tax Statement    Other(describe)\_\_\_\_\_

Permit#\_\_\_\_\_    Validity Issue (circle one) East/Red    West/Gold

Staff Initial/Date\_\_\_\_\_