



**CITY OF RICHMOND
JACKSON WARD DISTRICT
RESIDENTIAL PARKING PERMIT APPLICATION**

**VALID September 1, 2023
to August 31, 2024**

RESTRICTED PARKING DISTRICTS – DEFINITIONS AND REQUIREMENTS

- You must be a resident of the Jackson Ward Restricted Parking District to obtain a Jackson Ward Parking Decal/Permit or Courtesy Parking Permit. A resident is defined as a record owner or renter of property in the district and members of their immediate family who reside with the owner or renter at the address in Jackson Ward.
- Those renting property in the Jackson Ward district must, by ordinance, present a valid, written lease for the property in the Jackson Ward District to obtain a permit. Renters are not eligible to purchase Annual Visitor Passes.
- Students must be full-time to meet the residency requirements and comply with the vehicle registration requirements of the Virginia Department of Motor Vehicles (DMV). If DMV requires that the vehicle be registered as garaged in the City of Richmond, all City taxes and fees must be paid prior to obtaining a Jackson Ward permit.

--RENTERS ONLY--

JACKSON WARD RESIDENT - TENANT

Please Print all Sections Clearly

DATE OF APPLICATION: _____ DAY TIME PHONE: _____

NAME (LAST, FIRST, MI): _____

STREET ADDRESS: _____ APT/UNIT #: _____

CITY: _____ STATE: _____ ZIP: _____

LEASE TERMS: START ___/___/___ ENDS: ___/___/___ (Must provide a copy)

Number of occupants authorized by lease: _____ Number of vehicles: _____

Are you a full-time college student? Yes ___ No ___ (If yes, tenant must provide a current copy of schedule to fulfill certain residency requirements.)

TENANT VEHICLE INFORMATION

VEHICLE #1 License Plate #: _____ State of Registration: _____

Vehicle Make and Model #: _____ Title#: _____

VEHICLE #2 License Plate #: _____ State of Registration: _____

Vehicle Make and Model #: _____ Title#: _____

For Office Use Only

Vehicle 1 Permit #: _____
Amount Due: \$ 25.00

Vehicle 2 Permit #: _____
Amount Due: \$ 25.00

TOTAL DUE: \$ _____

DMV ID or other valid

picture ID: _____

VALID LEASE: _____

REVIEWED BY: _____

DATE: _____

I certify that I fully understand the City of Richmond Restricted Parking District requirements and understand that the permit(s) issued with this application is (are) only for the vehicle(s) described herein. I also understand that anyone who purchases any parking decal / permit under false pretenses, per Section 102-302 of the Code of Richmond, Virginia, shall be guilty of a Class 4 misdemeanor and will punished to the full extent of the law.

APPLICANT SIGNATURE: _____ DATE: _____

PROPERTY OWNER SIGNATURE: _____ DATE: _____

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