



**CITY OF RICHMOND DEPT. OF PUBLIC WORKS
FAN DISTRICT ZONE 1
RESIDENTIAL PARKING PERMIT APPLICATION**

**July 1, 2024 to
June 30, 2025**

RESTRICTED PARKING DISTRICTS – DEFINITIONS AND REQUIREMENTS

- You must be a resident of the Fan District to obtain a Fan Parking Decal/Permit, Annual Visitor Pass 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 the Fan.
- A property owner may obtain up to 2 annual visitor passes for the property address at the same time the Fan permit is obtained.
- 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 Fan permit. 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).

Is this your primary residence? Yes No Do you rent any portion to tenants? Yes No

FAN RESIDENT-PROPERTY OWNER

PRINT LEGIBLY

DATE OF APPLICATION: _____

DAYTIME PHONE: _____ E-mail _____

NAME (LAST, FIRST, MI): _____

STREET ADDRESS: _____ APT/UNIT #: _____

CITY: _____ STATE: _____ ZIP: _____

PROPERTY OWNER 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#: _____

VEHICLE #3 License Plate #: _____ State of Registration: _____

Vehicle Make and Model #: _____ Title#: _____

ANNUAL VISITOR PASSES (\$35.00 each) QUANTITY: 1 or 2
Visitor passes are available only for property owners and must be purchased at the same time as Fan Resident Permits. Visitor passes are non-replaceable and limited to 2 per building address to 2 per building address.

For Office Use Only

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

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

Vehicle 3 Permit #: _____
Amount Due: \$ 25.00

Visitor Pass #1: _____
Amount Due: \$ 35.00

Visitor Pass #2: _____
Amount Due: \$ 35.00

TOTAL DUE: \$ _____

REVIEWED BY: _____

DATE: _____

**DMV ID or other valid
picture ID** _____

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 be punished to the full extent of the law. I attest that all taxes and fees owed to the City Of Richmond are up to date and that none are in an outstanding status.

SIGNATURE OF PROPERTY OWNER: _____ **DATE:** _____

For Office Use Only