

**Madison Parking Division**  
**CHANGES TO APPLICATION FOR DAYTIME RESIDENTIAL PARKING PERMIT**

(Section 12.138 Madison General Ordinances)

**APPLICANT INFORMATION – PLEASE PRINT**

<b>APPLICANT'S NAME</b>  Last _____ First _____ M.I. _____	<b>NO. OF PERMIT BEING REPLACED</b>  _____	Daytime Phone _____ Home Phone _____ E-Mail (optional) _____
--	--	--

**PERMIT ADDRESS**

**PERMIT ADDRESS** Is this a **NEW Address**?  Yes  No      **Check one:**  Own  Rent

\_\_\_\_\_ Street      \_\_\_\_\_ Apt. #      537 \_\_\_\_\_ Zip Code

**If this is a New Address** and you are Renting/Leasing at the above address, provide the following information about rental firm/landlord:

\_\_\_\_\_ ( ) \_\_\_\_\_  
Firm/Landlord Name      Address      Phone

**VEHICLE & DRIVER'S LICENSE INFORMATION (COMPLETE ONLY INFORMATION BELOW THAT HAS CHANGED)**

Driver's License/State ID # (last 6 digits): _____	Address printed on D.L./State ID <input type="checkbox"/> Address on Driver's License same as above permit address		
State of Issuance: _____	_____		
Vehicle License Plate # (If temporary plate use VIN #)	State	Vehicle Owner's Name & Relationship to you. (Write "Self" if you are the owner)	
Vehicle Color	Make	Model	Year

Address on Vehicle Registration (as filed the State Motor Vehicle Department)  Address on registration is same as above for Driver's License

*Note: An applicant may obtain one permit for a vehicle registered to self, spouse, domestic partner, child, parent, step-parent, grandparent or legal guardian. No permits will be issued for a vehicle owned by a friend or relative other than that listed above. An applicant can receive additional permits only if all vehicles are registered to self, spouse or domestic partner and registered at the location for which a permit is sought.*

Select one of the following options if you would like to receive a renewal notice next year.

- Send an email reminder to the email address above.  
 Send a hard copy renewal reminder in the mail. (Renewal notices are mailed on July 1<sup>st</sup> and will not be forwarded.)

"I certify that the above information is true and correct. I also certify that the above-listed vehicle is kept by me and only at the address I have given above as my residence and that the vehicle will not be kept at any other location for the duration of the permit's validity. I understand and will comply with the provisions stated on the reverse side of this application. I also understand it is my responsibility to notify the City of Madison of any changes to my application information. Additionally, I understand that the City of Madison reserves the right to revoke my permit if any of the information I provide is false."

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**FOR OFFICE USE – DO NOT WRITE BELOW THIS LINE**

**Proof of Residence Provided (if address has changed):**

- Residential Lease (Lease Term): \_\_\_\_\_  Driver's License and Vehicle Registration match address  
 Owner of property (Verified by Assessor's Office)  Rental Agent/Property Owner Affidavit

Application File Date	Permit Expiration Date	Area	Vehicle Ownership (Circle) O NO	Fee \$	Initials	Permit No.
<b>REASON FOR REPLACEMENT</b> <input type="checkbox"/> Address Change <input type="checkbox"/> Different Vehicle/Plates <input type="checkbox"/> Other	<b>REVOCATION/SURRENDERS</b> (circle one) S R Permit returned? <input type="checkbox"/> YES <input type="checkbox"/> NO Date Revoked/Surrendered: _____		<input type="checkbox"/> Tickets Checked <input type="checkbox"/> Registration Checked <input type="checkbox"/> Ok to issue <input type="checkbox"/> Permit issued via mail. Date : _____	<input type="checkbox"/> <b>Problems</b> (Check all that apply) <input type="checkbox"/> Tickets <input type="checkbox"/> Needs Lease <input type="checkbox"/> Needs Vehicle Registration <input type="checkbox"/> Incorrect Amount Enclosed <input type="checkbox"/> No check <input type="checkbox"/> Other		

**STAFF COMMENTS**