

## Instructions for filling out the Street Occupancy Permit Application for a Moving/Storage Container

**Start Date** is the date your container will arrive

**Expiration Date** is the date your container will leave

**Days Requested** is the total number of days your container will be on the street, *\*can request up to five sequential days\**, including drop-off and pick-up days.

**Street Address of Job Site** is your street address that you'll be moving from or to.

**Use of Occupancy** check the 'Storage Container' box

**Street** only fill this line out if your container can't be stored in front of your street address, in which case fill in the alternate address.

**Length, Width** the length and width of your storage container

**Type** check the 'Parking Lane' box

**Company Name** The name of the storage container company you're using

**Applicant Name** Your name, first and last

**Company Address** Your current address

**Telephone Number** The number you can be reached at

**Applicant Signature** Please sign

**Insurance Company** You do not need to put anything here unless you are using your own detached trailer as a storage container.

**Insurance Expiration Date** You do not need to put anything here unless you are using your own detached trailer as a storage container.

If you are using more than one storage container, please indicate the number of containers you are using in the description section.

If you need "No Parking" signs to reserve the space for the storage container, check the box ' "No Parking Anytime" signs are required along the occupancy area of the street.'

### Permit, Sign, and Fee Information

"No Parking" Signs are optional, and \$2 each. If you are getting signs in a non-metered area, we will generally issue you 2 of them. Signs do not come with posts/stakes, but something simple from a hardware store will work fine. For signs to be enforceable they need to be placed and called in to Parking Enforcement 48 hours in advance of your container arriving. (That number will be supplied on an info sheet when you pick up your signs.)

If you are in a metered area, we will assign you to a meter or meters. There is a meter fee of \$18 per day, per meter. A \$2 "No Parking" sign will be needed in order to sign the meter.

The Street Occupancy Permit is a flat fee of \$50, plus the sign fee and/or meter fee if applicable.

The Street Occupancy Permit makes it legal for your container to be stored on the street. As soon as your container arrives, display the permit on the container. (Most storage container companies have plastic sleeves on their containers to display the permit.)