CITY OF WINTER PARK
RESIDENTIAL PARKING PERMIT APPLICATION
REQUIREMENTS

How do I obtain a residential parking permit?
Residents within an approved Residential Parking District must bring his/her current driver's license, a valid vehicle registration for the vehicle, and proof of residency to the Planning & Transportation Department in order to receive a permit decal. The Planning & Transportation Department is located at 401 S. Park Ave., (City Hall), Winter Park, Florida, 32789.

Requirements for Parking Permits

- **Requirements for Residents** (all documents are required to purchase a decal)
  1) Driver's license
  2) Vehicle Registration (if car is leased, copy of insurance card is also needed)
  3) If registration bears a different name other than the person applying for the permit, a notarized letter from the bearer of the registration is required. Letter must give full permission to applicant for use of car and must contain complete vehicle information.
  4) Current Proof of Residency (one of the following from previous 3 months; name, address and date must appear)
     a) Winter Park Utility bill
     b) Telephone bill
     c) Cable television or satellite dish bill
     d) Credit Card bill

- **Requirements for Non-Residents** (you must show all your documents to purchase a decal)
  1) Same as the above #’s 1, 2, and 3.
  2) Current Proof of Residency (lease agreement)

- **Please be advised:**
  1) Documentation must confirm residency within a district.
  2) All applicants must have required documents before a permit can be issued.
  3) Permits are registered to one vehicle and the address of current residence within a district.
  4) When re-applying for a new permit a new application must be filled out.
  5) Permit must be placed on the back window lower left-hand corner.
  6) Permits are valid from July 1 to June 30.
  7) Permit decal and renewal fee; $5 per year
  8) Appointments are recommended. Please contact Mr. Keith Moore; 407-599-3262, or by email; kmoore@cityofwinterpark.org
CITY OF WINTER PARK
RESIDENTIAL PARKING PERMIT APPLICATION

Valid from: July 1st to June 30th

Applicant Section

Date ________________________  Decal Number ________________________

( ) Homeowner  ( ) Renter  ( ) Other _____________________________

Applicant Name (Print) ____________________________________________

Address ___________________________________________ Apt. ___________

Phone #_________________________  Driver's License #_________________________

Vehicle Section

Make/Model ___________________________  Color ___________  Year ___________

Tag Number _________________  State ______  Tag Expires ______________________

Signature of applicant: ____________________________________________

Prerequisites:

1. A copy of the applicant’s driver license, vehicle registration (if leased, a copy of the car insurance card) plus proof of residency. (Electric, Telephone, Cable, Water, Lease Agreement)

2. Permit Fee: $5.00