



**CITY OF COLUMBIA MUNICIPAL
PARKING AGREEMENT**

CORPORATE/MASTER ACCOUNT

Arsenal Hill	<input type="checkbox"/>	Blanding Lot	<input type="checkbox"/>	Monthly
Cannon Deck	<input type="checkbox"/>	Devine Lot	<input type="checkbox"/>	Rate
Freed Deck	<input type="checkbox"/>	Sumter Lot	<input type="checkbox"/>	\$ _____
Taylor Deck	<input type="checkbox"/>	Pavilion Lot	<input type="checkbox"/>	Other
Sabal Deck	<input type="checkbox"/>			
Sumter Deck	<input type="checkbox"/>	Reserved	<input type="checkbox"/>	
Lady Deck	<input type="checkbox"/>	Unreserved	<input type="checkbox"/>	
Lincoln Deck	<input type="checkbox"/>	ROOF Only	<input type="checkbox"/>	
Park St Deck	<input type="checkbox"/>	Residential	<input type="checkbox"/>	
Washington Deck	<input type="checkbox"/>			
Special Condition(s): _____				

START DATE: _____ CORPORATE EMAIL: _____
 CORPORATE SSN (last 4) or FED ID#: _____ NAME OF RESPONSIBLE PARTY: _____
 CORPORATE NAME: _____ CORPORATE TELEPHONE: _____
 CORPORATE/INVOICE ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____
 NAME PERMIT HOLDER: _____ EMAIL: _____
 PERMIT HOLDER DL: _____ CONTACT TELEPHONE: _____

VEHICLE MAKE/MODEL/COLOR:	TAG #:	STATE:
VEHICLE MAKE/MODEL/COLOR:	TAG #:	STATE:

Corporate Information

**** MONTHLY PERMITS/SPACES CANNOT BE SUBLET or SHARED****

Corporate Responsible Party initial first two yellow boxes and the parker initial the last yellow box below

- This Corporate agreement must be signed by the individual of which is financially responsible for his/her employee parking accounts.
- Along with the Corporate Account Agreement, each individual employee/parker is required to complete an agreement (permit holder portion).
- Prior to leasing a parking space in any City facility or lot, the individual parkers must first pay all outstanding parking citations.
- A non-refundable administrative fee of \$25 will be applied to new monthly spaces.
- Invoices will be processed on the 16th of each month and will be due the last day of the month. On the 1st of the month, customers will receive a late fee for any unpaid balances. On the 6th of the month, the customer's credentials will be terminated due to non-payment. Late fees are 1.5% of the total unpaid balance.
- Facility access cards are subject to deactivation on accounts with unpaid balances.
- Parking Services reserves the right to deactivate and/or terminate any or all monthly permits and access cards for good and just cause without incurring liability of any type to the undersigned parker.
- **Accounts discontinued for nonpayment will be subject to a \$50.00 reinstatement fee.**
- Credit is not allowed and charges are not prorated for vacations, illnesses, early cancellations or other contingencies.
- Application for all City parking facilities/lots are subject to availability thereafter, to facility relocation (any managed by the City of Columbia) in the event parking becomes unavailable at the original parking agreement location.
- Unless either party takes action to terminate, this agreement will automatically renew every six (6) months. The City of Columbia reserves the right to cancel this agreement, at its discretion, give a thirty (30) day written notice. Upon City Council approval, Parking Services reserves the right to increase parking fees after giving a thirty (30) day written notice.
- All applicants MUST provide valid federal driver's license and current vehicle registration. No temporary registration will be accepted.
- **Cancellation of this agreement must be submitted in writing and received by the City of Columbia Parking Services Department before 5PM on the 15th of the prior month. If Parking Services does not receive written notice to cancel this agreement to the date above, all subsequent charges on the account must be paid. Upon cancellation, all hang-tags/access cards must be returned.**

Permit Holder Information

- Lost/Replacement fees for access cards are \$25.00 and \$10 for hang-tag permits.
 - Any vehicle parked in a City of Columbia deck or lot without a current permit displayed on the rear view mirror facing outward will be subject to citation, booting/towing.
 - The customer agrees to park in his/her assigned parking area, floor levels or designated spaces (if applicable). Failure to park as assigned without Parking Services approval may lead to citation/suspended parking privileges.
 - All monthly parkers are prohibited from parking in spaces designated as "visitor parking only". Violators are subject to citation, booting/towing at the owner's expense.
 - *Each permit is valid for one vehicle in the designated parking facility or lot at a time. Sharing of access cards is strictly prohibited and subject to citation and/or suspended parking privileges.*
 - Parking spaces are leased Monday - Friday from 8AM until 6PM for non-residential customers;
 - Customers who lease spaces with the City of Columbia agree that they understand all pertinent rules and regulations regarding their permit based on this contract. Customers attempting to park at hours other than given are not guaranteed a space and subject to citation.
 - The City of Columbia is not responsible for fire, theft, loss of articles or damage to the vehicle under any circumstances. All parkers park at their own risk at all times and assume the risk of any injuries and damages. Vehicles should be locked and contents secured at all times.
 - Customers must obey any and all posted regulatory signs and all other parking regulations.
 - No changes may be made to this agreement without the written consent of the City of Columbia.
- PERMIT HOLDER INITIAL

Your signature indicates your understanding of an agreement to these **TERMS & CONDITIONS**.
ANY VIOLATION MAY RESULT IN THE LOSS OF PARKING PRIVILEGES.

CORPORATE SIGNATURE: _____ **DATE:** _____

CITY OF COLUMBIA REPRESENTATIVE: _____