

**2023 Village of Winfield  
Permit Parking Renewal Agreement**

I understand my responsibilities and the process for renewing the quarterly parking permit. Any questions regarding this process have been sufficiently answered. Renewal dates are as follows:

- 1<sup>st</sup> Quarter** – January/February/March – **DEADLINE FOR PAYMENT – DECEMBER 23, 2022**
- 2<sup>nd</sup> Quarter** – April/May/June – **DEADLINE FOR PAYMENT - MARCH 25, 2023**
- 3<sup>rd</sup> Quarter** – July/August/September – **DEADLINE FOR PAYMENT - JUNE 23, 2023**
- 4<sup>th</sup> Quarter** – October/November/December **DEADLINE FOR PAYMENT – SEPTEMBER 23, 2023**

I understand that failure to renew my quarterly parking permit prior to these deadlines will result in the following consequences:

- **10% late fee if renewal is paid during the period between the deadline and the beginning of the quarter.**
- **20% late fee if renewal is paid during the first 5 calendar days of the new quarter.**
- **If the appropriate payment is not received on or before the 5<sup>th</sup> calendar day of the new quarter, the permit holder forfeits the permit. The permit holder is not entitled to use the permit parking lot during the above noted 5-day time period.**

PLEASE NOTE that permits may be valid for one or two vehicles owned or leased by the permit holder and registered with the Village of Winfield. Only one vehicle may be parked in the lot at a time per issued permit. The permit holder's name must be shown on the vehicle registration (or title). This is an individual permit, not a family permit. Only one name is on the parking permit and that name must be on the vehicle's state registration or title. Applicants are required to provide a copy of the vehicle's current state registration or title upon request. **Any attempt to transfer the permit to a vehicle not properly registered with the Village of Winfield is a violation of the Village's parking regulations and will result in revocation of the permit and an applicable fine will be assessed. Defacing, duplicating or any fraudulent use of a parking permit will also result in a fine.** Any person on the waiting list who violates policy will be moved to the end of the waiting list. Parking permits do not guarantee a parking space, and shall not constitute any property rights to permit-holders nor are these regulations intended to create any contractual rights.

**My signature indicates my understanding and agreement of the renewal process.**

Signature	Date
Name (please print)	License Plate #      Make/Model
Address	License Plate #      Make/Model
City, State, Zip	Contact Phone #
E-Mail (Required for Contact or Opt-In)	_____(Initials) Copy of Parking Permit Regulations Received

The Village of Winfield makes every attempt to contact commuters if anything would affect parking. To improve this process please indicate how you would like to be contacted.     E-Mail       Contact Phone #       Both

Opt-In to receive e-mailed invoices during renewal process. (Enter e-mail above.) The Village does not guarantee delivery and/or receipt of e-mailed invoices. **PLEASE UNDERSTAND THAT IT IS STILL YOUR RESPONSIBILITY TO RENEW YOUR PARKING PERMIT BEFORE THE DUE DATES LISTED ABOVE.**

\*\*\*\*\*This signed agreement will be kept on file at the Winfield Village Hall\*\*\*\*\*

**For Office Use Only:**

Date Purchased \_\_\_\_\_ Quarter \_\_\_\_\_ Lot \_\_\_\_\_ Customer ID# \_\_\_\_\_