



**CITY OF RICHMOND DEPT. OF PUBLIC WORKS
Fan District Zone 2
RESIDENTIAL PARKING PERMIT APPLICATION**

**July 01, 2024 to
June 30, 2025**

RESTRICTED PARKING DISTRICTS – DEFINITIONS AND REQUIREMENTS

- You must be a resident of the Fan Restricted Parking District to obtain a Fan Parking Decal/Permit or Courtesy Parking Permit. A resident is defined as a record owner or renter of property in the district and members of their immediate family who reside with the owner or renter at the address in Fan.
- Those renting property in the Fan district must, by ordinance, present a valid, written lease for the property in the Fan District to obtain a permit. Renters are not eligible to purchase Annual Visitor Passes.
- Students must be full-time to meet the residency requirements and comply with the vehicle registration requirements of the Virginia Department of Motor Vehicles (DMV). If DMV requires that the vehicle be registered as garaged in the City of Richmond, all City taxes and fees must be paid prior to obtaining a Fan permit.

Is this your primary residence? Yes No Do you rent any portion to tenants? Yes No

FAN RESIDENT- TENANT

PRINT LEGIBLY

DATE OF APPLICATION: _____

DAYTIME PHONE: _____ E-mail _____

NAME (LAST, FIRST, MI): _____

STREET ADDRESS: _____ APT/UNIT #: _____

CITY: _____ STATE: _____ ZIP: _____

LEASE TERMS: START ___/___/___ ENDS: ___/___/___ (Must provide a copy)

Number of occupants authorized by lease: _____ Number of vehicles: _____

Are you a full time college student? Yes No (If yes, tenant must provide a current copy of schedule to fulfill certain residency requirements.)

TENANT VEHICLE INFORMATION

VEHICLE #1 License Plate #: _____ State of Registration: _____

Vehicle Make and Model #: _____ Title#: _____

VEHICLE #2 License Plate #: _____ State of Registration: _____

Vehicle Make and Model #: _____ Title#: _____

For Office Use Only

Vehicle 1 Permit #: _____

Amount Due: \$ 25.00

Vehicle 2 Permit #: _____

Amount Due: \$ 25.00

TOTAL DUE: \$ _____

DMV ID or other valid

picture ID: _____

VALID LEASE: _____

REVIEWED BY: _____

DATE: _____

I certify that I fully understand the City of Richmond Restricted Parking District requirements and understand that the permit(s) issued with this application is (are) only for the vehicle(s) described herein. I also understand that anyone who purchases any parking decal / permit under false pretenses, per Section 102-302 of the Code of Richmond, Virginia, shall be guilty of a Class 4 misdemeanor and will be punished to the full extent of the law. I attest that all taxes and fees owed to the City Of Richmond are up to day and that none are in an outstanding status.

APPLICANT SIGNATURE: _____ DATE: _____

PROPERTY OWNER SIGNATURE: _____ DATE: _____

For Office Use Only