



The City of Niagara Falls
 Transportation Services
 Parking Division
 7150 Montrose Rd, Unit #1, Niagara Falls, ON L2H 3N3

PERMIT #
RCP

RESIDENT CONVENIENCE PARKING PASS APPLICATION

Applicant: _____
 Mr./Mrs./Miss/Ms. First Name Last Name

Home Address: _____ Unit: _____ Postal Code: _____
 Number Street

Home Phone: _____ Business Phone: _____ Ext. _____

Email: _____ Cell Phone: _____

I authorize The City of Niagara Falls to send notification for Permit Renewal Information

Current/most recent Resident's Convenience Pass (if applicable) _____
 Permit Number Expiration Date

License plate number : _____ **CORPORATE** Corporate Name _____
(one plate per permit)

Employee Signature: _____

Please read this information before submitting your application for a Resident Convenience Pass.

1. All information provided is strictly confidential. Proof of residency and a copy of vehicle ownership is required at the time of application. All documents must contain your name and correct address. If neither shows your correct address, you must present either a formal lease agreement, utility bill or purchase & sale agreement showing the address prior to the pass being issued.
2. Convenience passes will not be issued to vehicles registered to a business unless approved by the City of Niagara Falls as Corporate use. All Parking Fines/Fees must be paid prior to the issuance of a Pass. All other parking restrictions apply, and the vehicle must be parked according to all municipal by-laws.
3. **PASSES ARE VALID FOR UP TO TWO CONSECUTIVE HOURS IN A FIVE HOUR PERIOD, IN THE SAME PARKING AREA AT A ON-STREET PAY PARKING SPACES (MACHINES/METERS). THIS PASS IS NOT VALID IN MUNICIPAL PARKING LOTS.**
4. PLEASE REMEMBER THAT IT IS YOUR RESPONSIBILITY TO FAMILIARIZE YOURSELF WITH THE RULES AND REGULATIONS TO AVOID UNNECESSARY TICKETS.
5. Convenience Passes available at a cost of \$84.75 (including applicable taxes) pro-rated accordingly.
6. Allow up to one week for processing dependent upon number of requests. The Pass, when issued, is not valid until the next business day. Full payment is due/required upon application approval.
7. Please direct inquiries to Transportation Services at (905) 356-7521, ext. 4960or by e-mail at tpservices@niagarafalls.ca

Staff Use Only Received Date: _____

Proof of Residency: Yes No Proof of Vehicle Ownership: Yes No

Cash Cheque DC Acct# : _____ Reviewed By: _____ Approved (Y/N): _____

Permit Picked up by: _____ Signature: _____

Transportation Services Division Resident Convenience Parking Pass Rules

1. The resident's convenience pass is **valid at any on street pay area (meters/machines) in Niagara Falls, for up to two (2) hours or the maximum time on the face of the meter, whichever is less.** It is the resident's responsibility to ensure that they read the face of the meter or the machine face plate, as meter use times vary in different areas of the City from 15 minutes to eight hours.
2. The resident convenience pass may be used **up to two consecutive hours in a five hour period**, in the same parking area. You may park at different locations in the same area during the 2 hour period. If you re-park after the two hours then a violation will be issued. **In limited parking zones the permit holder MUST COMPLY with all conditions of the zone. This permit DOES NOT allow the permit holder to park longer than the maximum duration of a limited parking zone.**
3. The areas are outlined on the map illustrated on the back of this sheet (Downtown, Victoria Ave., Fallsview, Clifton Hill, Centre/Victoria, Chippawa, Main/Ferry and Hospital).
4. **PASSES ARE NOT VALID IN MUNICIPAL OR PRIVATE PARKING LOTS.**
5. All existing parking violations must be paid prior to the issuance of a pass.
6. Only one(1) license plate number is registered per pass. Convenience passes will not be issued to vehicles registered to a business. They are for the convenience of private residents. Resident convenience passes are non transferrable. The City reserves the right to cancel the pass at any time without prior notice.
7. The convenience pass **MUST be displayed at the time of parking** and is only valid if clearly visible.
8. Convenience passes will be monitored by Parking Control Staff to ensure that time limits are not exceeded. If time limits are exceeded or a pass is not displayed, parking violations will be issued.
9. A new replacement meter pass may be issued if the existing pass is damaged. The existing pass must be handed in to receive a new replacement pass free of charge. Replacement of lost passes will be subject to a ten dollar (\$10.00) administration fee .
10. Vehicles must park in accordance with all municipal by-laws.
11. Refunds of the convenience pass may be issued upon return of the pass. A ten dollar (\$10.00) administration fee will apply, the balance of the pass value will be returned on a pro-rated basis.
12. Administration fees (currently \$35.00) will apply for overdraft cheques.
13. **THE CITY OF NIAGARA FALLS ASSUMES NO RESPONSIBILITY WHATSOEVER FOR THE LOSS OR DAMAGE TO THE CAR OR THE CONTENTS HOWEVER CAUSED. THIS PASS DOES NOT GUARANTEE A PARKING SPACE.**