



Section du stationnement, de la brigade scolaire adulte et du contrôle animalier

RENEWAL OF MONTHLY PARKING PERMITS FOR 2015

TO ALL PARKING PERMIT HOLDERS

DEADLINE: NOVEMBER 7, 2014

Our records indicate that you have a monthly parking permit that expires on December 31, 2014. We invite you to review the following instructions for obtaining your permit for 2015:

1. APPLICATION FOR A MONTHLY PARKING PERMIT FOR 2015 (mandatory):

You must fill out the attached form entitled **Monthly Parking Permit Application 2015** and, once it has been duly completed and signed, send it by e-mail to: stationnement@gatineau.ca, **no later than November 7, 2014**.

2. PAYMENT OPTIONS:

a. Direct payment

→ *If you are already using this method, you do not have to fill out a new form.*

If you would like to use the pre-authorized payment method, please fill out the attached form entitled **Request for Pre-authorized Debit**. Please note that every section highlighted in yellow must be filled out. You must also provide a void cheque.

These documents, along with the **Monthly Parking Permit Application 2015**, must be forwarded to our offices either in person, by mail or by e-mail (same e-mail address as indicated above).

To cancel or modify your payment method, you must fill out the form entitled **Change or Cancellation Request**, and, once it has been duly completed and signed, forward it to our offices **no later than November 7, 2014** in person, by mail or by e-mail.

b. Post-dated cheque

If you would like to provide post-dated cheques, you must stop by our offices **no later than November 7, 2014** and submit a series of twelve (12) cheques dated the 1st day of every month, 2015, along with the form entitled **Monthly Parking Permit Application 2015**.

3. PERMIT DELIVERY

Your permit will be mailed to you by December 9, 2014.

If you do not receive your permit by that date, please send an e-mail to: stationnement@gatineau.ca or call us at 819-595-7860 to check on the status of your application.

IMPORTANT

- ✓ **Applications for renewal received after November 7, 2014 will not be accepted.**
- ✓ A **fee of \$25** will apply for the replacement of any lost or stolen permit.
- ✓ A **fee of \$25** will apply for any cheque or pre-authorized payment denied by the bank.
- ✓ Please review rules and rates.

Thank you for your collaboration.

Contact information:

Section stationnement, brigade scolaire adulte et contrôle animalier
775 boul. de La Carrière, Suite 200
Gatineau, Quebec J8X 3Y9
819 595-7860

Office hours:

Monday to Friday, 8:30 a.m. to noon and 1:00 to 4:30 p.m.



Section stationnement, brigade scolaire adulte et contrôle animalier

MONTHLY PARKING PERMIT APPLICATION - 2015		
Name:		
Address: <i>No Street Apt City Postal Code</i>		Email:
Phone number (home):		Phone number (work):
Employer:		
Employer address:		
Current parking location:		
IDENTIFICATION OF VEHICLES USED BY THE PERMIT HOLDER		
MODEL	YEAR	PLATE NUMBER
		<input type="checkbox"/> Québec <input type="checkbox"/> Ontario #
		<input type="checkbox"/> Québec <input type="checkbox"/> Ontario #
CONDITIONS		
<p>I hereby acknowledge that I have read the rules and conditions pertaining to the granting of a monthly parking permit and have been informed that Ville de Gatineau may cancel the permit or revise the rates at any time during the calendar year subject to twenty days' advance notice. In the event of cancellation, I agree to give two (2) weeks' notice and return the permit by the requested date, failing which I shall pay the applicable fee. If needed, a temporary permit will be issued for the remaining period of the month in question. I accept that Ville de Gatineau is not liable for any damage, theft, or loss caused to my vehicles or its contents.</p>		
SIGNATURE: _____		DATE: _____
METHODS OF PAYMENT		
<input type="checkbox"/> PRE-AUTHORIZED <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD		Amount :
<input type="checkbox"/> CHEQUE <input type="checkbox"/> CASH <input type="checkbox"/> DEBIT		No. receipt :
FOR OFFICE USE ONLY		
Numéro du permis:		Stationnement:
Date d'émission:		Émis par:
Date de mise en vigueur:		Annulation:
Note:		Date du dernier prélèvement: