

# FLAT LOT PARKING AGREEMENT



[parkandgo.org](http://parkandgo.org)

CITY OF LINCOLN  
**PARKING SERVICES DIVISION**  
 850 "Q" Street Lincoln, NE 68508  
 402-441-PARK fax: 402-441-6476

<b>OFFICE USE ONLY</b> _____
Account No. _____
Permit / Space No. _____
<input type="checkbox"/> Monthly <input type="checkbox"/> Seasonal <input type="checkbox"/> Annual
<input type="checkbox"/> Jan-Apr <input type="checkbox"/> May-Aug <input type="checkbox"/> Sept-Dec
Effective Date _____
Rate _____
1st Payment _____
Total _____

\_\_\_\_\_  
 APPLICANT OR COMPANY NAME PHONE

\_\_\_\_\_  
 BILLING ADDRESS CITY STATE ZIP

\_\_\_\_\_  
 D.O.B. DRIVER'S LICENSE # EXP. / STATE ISSUED E-MAIL ADDRESS

\_\_\_\_\_  
 AUTO 1 MAKE/MODEL LICENSE PLATE # / STATE ISSUED AUTO 2 MAKE/MODEL LICENSE PLATE # / STATE ISSUED

Your permit licenses you to park and lock one vehicle in a designated area at your sole risk. The City of Lincoln and/or its contracted operator does not guard or assume care, custody or control of your vehicle or its contents and is not responsible for fire, theft, damage or loss. Only a license to park is granted hereby, and no bailment is created. This is your entire contract and no City of Lincoln employee and/or an employee of its contracted operator may modify or waive any of its terms.

## FLAT LOT PARKING RULES & REGULATIONS

- Parking fees are due the first day of the month. A 3% late fee will accrue if not paid by the 10th. Overdue accounts will be locked, cancelled, and/or sent to collections until payment is received. The account holder is responsible for paying any fees or fines associated with this process.**
- The account holder has a guaranteed flat lot parking space available Monday through Friday from 8 a.m. to 5 p.m. Any other time the account holder is not guaranteed a space.
- Parking hang tags are non-transferable and any use of a hang tag other than the account holder may result in the termination of the parking account. Furthermore, account holders are asked to follow all signage located within their assigned lot or forfeit their parking privileges. These signs are, but not limited to include handicapped, resident parking and authorized personnel parking spaces.
- Hang tags must be visibly displayed on the rear view mirror at all times. Vehicles without a visibly displayed hang tag may be subject to the maximum daily rate and/or towing.
- The City of Lincoln and/or its contracted operator reserves the right to confiscate all non-valid or non-renewed hang tags.
- Parking spaces on Husker Home Football game days are not included in this agreement. Please contact our office for further details.**
- The account holder agrees to report any damage their vehicle causes to the facility. This includes the leaking of any chemicals such as oil, gas or antifreeze. If a vehicle is determined to be leaking chemicals, it may be removed at the owner's expense and the parking contract will be suspended until the necessary repairs are made.
- Vehicles may not be stored more than a week without written approval by the City of Lincoln. Account holders must move their vehicle once a week.
- Written notice of termination is required to the City of Lincoln Parking Office. Accounts can be pro-rated on the 1st and 15th of the month. The account holder will be charged for parking until hang tag is returned and written cancellation has been given, even if they stop using the parking facility. Refunds for advanced payments will defer to the monthly rate.**

*By signing and dating this document signifies you have read it and agree to the monthly parking rules and regulations.*

\_\_\_\_\_  
 APPLICATION SIGNATURE

\_\_\_\_\_  
 DATE

### CREDIT CARD INFORMATION TO BE COMPLETED BY ACCOUNT HOLDER

American Express/Discover/MasterCard/Visa account

Expiration   /   Billing ZIP       Daytime phone \_\_\_\_\_

Authorized Payment Amount \$       I \_\_\_\_\_ authorize City of Lincoln Parking to charge my credit card, as indicated below for parking services until such time that I cancel this agreement or the agreement expires (if an expiration date is given below).

Account no.       -

**FOR OFFICE USE ONLY**

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date