



**Please follow the steps below to obtain your Parking Permit(s):**

1. Complete the application below.
2. Mail-In or walk-In with the application along with required verification documents to the address below.
3. Once your data has been verified and full payment has been made, a Permanent Decal will be mailed/issued to you.
4. Until the above steps are taken, your parking permit application is PENDING and WILL NOT BE FULFILLED until all the necessary requirements are met.

**Mailing Address:**

City of Arcata , Arcata Police Department, 736 F St Arcata, CA 95521

**Walk-In Address:**

City of Arcata , 736 F Street, Arcata, Arcata , CA 95521

**PERMIT REQUESTED**

Permit For

☐ Residential ☐ Guest ☐ Business

Number Of Permits Required

**PARKING/BUSINESS LOCATION**

Street Number

Street Name

Street Direction

Apartment#

**VEHICLE INFORMATION (applicable for only Residential Permit)**

License Plate#

License Plate State

Make

Model

**BUSINESS INFORMATION (applicable for only Business Permit)**

Business Name

Business License #

**PERSONAL/BUSINESS CONTACT INFORMATION**

Last Name

First Name

Phone

Email

**VERIFICATION DOCUMENTS (select the verification documents included with the application)**

☐ Car registration

☐ Utility Bill

☐ Employee List

☐ Legal ID with Photo

☐ Property Tax Bill

☐ Business License

☐ Mortgage Payment/Bill

☐ Rental Agreement

**Required verification documents:**

Residential Permit: Car registration, Legal ID with photo and a document that matches the name and address on the permit application.

Guest Permit: Legal ID with photo and a document that matches the name and address on the permit application.

Guest Permit: Employee List and Business License.

Please send legible copies of verifications. If required verifications are not submitted, the application will not be fulfilled.  
Verification copies will not be returned.

**PAYMENT INFORMATION**

Amount Due

**Residential/Business Fees:** 1st Permit- FREE, 3rd Permit: FREE, 3rd Permit - \$15.00, 4th Permit - \$20.00, 5th Permit + - \$25.00 each

**Guest Fees:** \$15.00 - Each residence is allowed one guest permit

**Payment Option 1: Credit Card Payment (available for walk-in applications only)**

Credit Card Type

Credit Card Number

Expiration Date

Security Code

☐ Visa ☐ Mastercard

Name

Address

City

Zip

**Payment Option 2: Check Payment**

Please write a check payable to "City of Arcata". Please do not mail cash.