



TERMS OF PARKING PERMIT USE FOR VIRTUAL PERMITS (ePermits)

Please review the following rules and regulations. Failure to abide by the terms and conditions may result in a parking citation.

- (1) Parking permits are sold on a monthly calendar basis, starting from the first day of the month through the last day of the month.
- (2) Permits are not valid until the City of Sacramento Parking Services Division confirms that payment is received and processed.
- (3) Permits are in the form of virtual ePermits that utilize the vehicle's license plate number. Physical permits will not be provided.
- (4) Account holders are responsible for ensuring that their vehicle license plates are correctly entered into the system and that the most updated account information is present in the system, including the current license plate number. Entering the incorrect information or failure to keep updated information in the system may result in a parking citation because enforcement systems rely on what is in the system at the time of enforcement.
- (5) The ePermit authorizes a maximum of one (1) vehicle to park in the designated garage, lot, or permit area at any single time. No specific space is assigned. All parking privileges are subject to the availability of a parking space on a first-come, first-served basis. These ePermits are non-transferable.
- (6) Failure to park in designated areas will result in citations and/or towing.
- (7) Payment is due on or before the 30th of the preceding month. If payment is not received by the 1st of the month, a late fee may be assessed, and your vehicle may be subject to a parking citation.
- (8) The monthly fee is subject to change. Notice of changes will be sent to the e-mail on file. Pro-rated fees are calculated only for new accounts opened on 16th through the 31st of the month. All fees are non-refundable.
- (9) Account holders may close or make changes to their account before the first of the month to avoid assessment of fees for that month. Please submit request either through [the permit portal](#), by downloading and submitting the [Change Order Form](#) from www.sacpark.org, or providing written notification to the Parking Division. Additional fees may apply if account closures are not requested correctly prior to the first of the month.



- (10) **Limits on liability for permits registered on the street and in parking facilities:** Liability is limited as stated herein. The account holder for any ePermit registered for use on the street or in a parking facility waives and releases any claim for injury, damage, or loss resulting directly or indirectly from any action or failure to act by the City of Sacramento, its employees, and the property owner of the parking facility under this agreement, including but not limited to, any loss of vehicle or contents, or any damage to vehicle by vandalism, theft, or accident. Account holders are advised not to leave articles of personal property of any value in the vehicle and agree not to hold the City of Sacramento responsible for loss of property or damages resulting from loss of property left in the vehicle in violation of this agreement.
- (11) Correspondence may be e-mailed to PCSR@cityofsacramento.org (recommended), faxed to 916-808-5115, or mailed to:
Parking Services Division
300 Richards Blvd, Second Floor
Sacramento, CA 95811
- (12) **Permits issued for parking on the street:**
- a. Permits issued for parking on the street are valid only in designated parking areas with the posted signage. Parking outside the posted permit area may result in citations. Permits issued for parking in garages or parking lots are not valid for parking on the street.
 - b. The ePermits does not provide an exemption from posted regulatory signage, including signs with posted No Parking restrictions for street cleaning, city services, or parking prohibited at certain times. Parking citations will be issued for vehicles with ePermits that are parked in violation of posted time restrictions. No parking regulations are enforced on holidays.
 - c. Vehicles are not allowed to park on the street, in the same location, for more than 72 hours per Sacramento City Code 10.36.080(A)(1). Vehicles with Disabled Placards or Disabled Person license plates are also required to abide by this code.
- (13) **Permits issued for parking in a garage or parking lot:**
- a. Parking facilities are for the purpose of parking a vehicle. Loitering, including tailgate parties, gatherings, film production, skateboarding, or any other activities not related to the sole purpose of parking or removing a vehicle from the premises is prohibited and may result in a parking citation or notification to local law enforcement.
 - b. Storage of vehicles in a City parking facility is prohibited. Parking facilities must accommodate parking for customers. Public parking garages are not intended as long-term storage for vehicles with unplanned operations or are inoperable. To ensure sufficient availability of spaces, all customers are prohibited from utilizing the facility as vehicle storage or parking a vehicle in the facility with the intent to use it as a storage vessel. Vehicles parked more than 72 hours and/or appear to be inoperable, abandoned, or used as a storage vessel, will result in notification to the account holder, prior to any action involving removal of the vehicle. Failure to respond to communication from the Parking Division regarding such violation may result in removal of the vehicle (tow) at the driver's or registered owner's expense.



- (14) The City of Sacramento reserves the right to cancel the account and terminate this agreement, without notice, upon the failure of the account holder to pay any fee or charge, or perform any act or obligation imposed or required under this agreement.
- (15) The City of Sacramento may cancel the account and terminate this agreement for any reason by providing the account holder with written notice of such cancellation.