

Renewal Information

Dear Permit Holder:

In 2019, the Township will tighten the requirements for purchasing off-street parking permits.

In order to obtain a permit, please submit the following with application:

- ◆ A copy of the vehicle registration and insurance card.
- ◆ A copy of your current lease agreement or most recent utility bill.
- ◆ Additional proof of residency information and notarized certifications will be required for any exceptions to the above requirements.

Parking permit fees for 2019 are as follows:

<u>TYPE</u>	<u>FEE</u>
24-Hour Annual Resident	\$300.00
24-Hour Semi-Annual Resident <u>(Issued for: Jan.-June or July-Dec.)</u>	\$200.00

- ◆ All applications must include copies of the documents noted above.
- ◆ Incomplete applications will not be accepted or processed and will be returned to sender
- ◆ Make checks payable to "Township of Millburn"
- ◆ Enclose a self-addressed stamped envelope
- ◆ **Mail** completed applications to: Tax Collector, 375 Millburn Avenue, Millburn, NJ 07041 or place in Drop Box located outside of Millburn Town Hall.

Renewal permits will be mailed back to applicant. Only first time applicants will be issued permit in person. THERE ARE NO REFUNDS.

The grace period for 2018 permit holders will expire on January 15, 2019. Vehicles parked with a 2018 parking permit after January 15, 2019 will be in violation and subject to summons. Grace period WILL NOT BE EXTENDED.

If you have any questions or require additional information concerning the requirements for purchasing a parking permit, please feel free to contact our office. The Tax Collector's Office can be reached at (973) 564-7083.

Office of the Tax Collector
Millburn Township

APPLICATION ON REVERSE SIDE

24-HOUR RESIDENT PARKING PERMIT APPLICATION

Please Print Clearly

LAST NAME _____ FIRST NAME _____

ADDRESS _____ CITY _____ ZIP _____

MAKE OF CAR _____ YEAR _____

LICENSE PLATE NO. _____ COLOR OF CAR _____ CELL PHONE # _____

WORK PHONE# _____

E-MAIL: _____

TYPE OF PERMIT (CHECK ONE)

24-HOUR ANNUAL RESIDENT _____

24-HOUR SEMI-ANNUAL RESIDENT _____

In order to obtain a 24-hour resident parking permit, please submit the following with application:

- ◆ A copy of the vehicle registration and insurance card
- ◆ A copy of a recent utility bill or lease agreement
- ◆ Incomplete applications will be returned
- ◆ Make checks payable to "Township of Millburn"-Credit Cards not accepted.
- ◆ Enclose a self-addressed stamped return envelope
- ◆ Mail completed applications to: Tax Collector, 375 Millburn Avenue, Millburn, NJ 07041 or place in Drop Box located outside of Millburn Town Hall. **THERE ARE NO REFUNDS.**

- I hereby apply for a permit to park the above-designated car, owned by me, in permit-only areas of Municipal parking lots subject to the time, limitations and other regulations applicable to each particular lot.
- Please note that the sticker is **only** valid for the above vehicle.
- The vehicle registration issued to a Township address and insurance card for leased vehicles must accompany the transfer request.
- I hereby certify that the above information is true and correct under the penalty of law and that the permit will be used only for the car described above.

Permits will be mailed back to applicant. Only first time applicants will be issued a permit in person.

*****If vehicle is sold, traded on a new car, or license plate number changes, the unexpired sticker must be transferred to the new vehicle. The sticker must be removed from the car and returned to our office before new stickers will be issued**

SIGNATURE OF APPLICANT

DO NOT WRITE BELOW THIS LINE.

PROOF OF RESIDENCY SHOWN:

DATE ISSUED _____

VEHICLE REGISTRATION _____

ISSUED BY _____

INSURANCE CARD _____

FEE PAID _____

DRIVER'S LICENSE _____

PERMIT NO. _____

LEASE/UTILITY BILL _____

SEE INFORMATION ON REVERSE SIDE