



# City of Kingston

Kingston, NY 12401

(845) 331-0080

## Parking Permit Fees

Parking Permit (non-refundable)- \$150.00

2025 Annual Parking Pass

Effective Dates:

Jan. 1st - Dec. 31st, 2025

## PARKING LOT PERMIT APPLICATION

### How to complete this form

1. Read through the application to ensure you have the proper documentation before completing this form.
2. Ensure that all fields have been filled in correctly and completely.
3. Permits are only available for vehicles under 18,000lbs gross vehicle weight rating. Vehicles must occupy only one parking space.
4. Once completed, this form should be submitted to the following address, accompanied by payment (check or money order) payable to the City of Kingston. Please allow approximately two weeks for processing:

City of Kingston  
PO Box 1627  
Kingston, NY 12402

### Part 1: Applicant Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Address: \_\_\_\_\_ Apt/Suite: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_ Apt/Suite: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Office Phone: \_\_\_\_\_

### Part 2: Vehicle Information

State: \_\_\_\_\_ Plate # \_\_\_\_\_ - \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_

Registration Exp: \_\_\_\_/\_\_\_\_/\_\_\_\_

Type:    Passenger    Truck    Van    MotorCycle

### Part 3: Vehicle Information

State: \_\_\_\_\_ Plate # \_\_\_\_\_ - \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_

Registration Exp: \_\_\_\_/\_\_\_\_/\_\_\_\_

Type:    Passenger ☐    Truck ☐    Van ☐    Motorcycle ☐



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### Part 4: Application Affidavit

I declare that the information is true and correct. I also acknowledge that failure to properly display these permits may result in the issuance of a valid citation and that it is my responsibility to inform all members of my household and visitors on the correct use of my permits. Holders of parking permits are subject to all restrictions regarding parking in municipal parking lots other than limits on parking in excess of twenty-four hours. Parking Permit does not exempt holder from snow emergency parking regulations. Parking permits shall not be transferable and shall be specific to a particular vehicle. Once issued, the parking permit shall be subject to revocation for violation of parking permit rules, including the failure to keep contact information current and/or the transfer of said permit to an unauthorized vehicle. In addition, the permit shall be subject to revocation for a violation of parking lot rules set forth in the City Code, including, but not limited to, snow emergency regulations. All applicants for parking permits must not be in arrears on parking tickets issued by the City of Kingston. Revocation of a parking permit shall not entitle the holder of said permit to any refund for fees paid. Holders of parking permits are not guaranteed available parking spaces.

**Parking permits are non-refundable.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date