



# Application for Residential Parking Permit

Shepherdstown Police Department  
104 North King St  
PO Box 237 (mailing)  
Shepherdstown, WV 25443

To apply for a Residential Parking Permit, please complete this application. These are for residents that live within the Town boundaries. You may purchase permits for up to three vehicles per residence – with options of getting them for one, two or three years. Permits are attached to the rear windshield of your car, please show vehicle registration for each car. Each household is allowed one guest pass which is a hanger. Renewals occur in the month of September. Applications must be made in person, with a copy of the current automobile registrations.

**Resident's name:** \_\_\_\_\_

**Street address:** \_\_\_\_\_

**Mailing address:** \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip

**Telephone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**SELECT ONE:**

**Vehicle #1**

Length of time: \_\_\_\_\_ one year @ \$5 \_\_\_\_\_ two years @\$10 \_\_\_\_\_ three years @\$15

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

License Plate: \_\_\_\_\_ State: \_\_\_\_\_

**Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

(Vehicle #1)

**Print Name:** \_\_\_\_\_

**Vehicle #2**

Length of time: \_\_\_\_\_ one year @ \$40 \_\_\_\_\_ two years @\$80 \_\_\_\_\_ three years @\$120

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

License Plate: \_\_\_\_\_ State: \_\_\_\_\_

**Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

(Vehicle #2)

**Print Name:** \_\_\_\_\_



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### Vehicle #3

Length of time: \_\_\_\_\_ one year @ \$50 \_\_\_\_\_ two years @\$100 \_\_\_\_\_ three years @\$150

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

License Plate: \_\_\_\_\_ State: \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

(Vehicle #3)

**Print Name:** \_\_\_\_\_

### Guest Pass Hanger

Length of time: \_\_\_\_\_ one year @ \$5 \_\_\_\_\_ two years @\$10 \_\_\_\_\_ three years @\$15

**Amount due for all permits and pass:** \_\_\_\_\_

For Office Use:

**Renewal Vehicle #1** \_\_\_\_\_  
**Date renewed:** \_\_\_\_\_  
**Fee paid:** \_\_\_\_\_

**Renewal Vehicle #2**  
**Date renewed:** \_\_\_\_\_  
**Fee paid:** \_\_\_\_\_

**Renewal Vehicle #3**  
**Date renewed:** \_\_\_\_\_  
**Fee paid:** \_\_\_\_\_

Date Paid: \_\_\_\_\_

Total fee paid: \_\_\_\_\_