



**Seattle**  
Department of  
Transportation

Seattle Department of Transportation  
Street Use Division  
700 Fifth Avenue, Suite 2300 | P.O. Box 34996  
Seattle, Washington 98124-4996  
(206) 684-5253 | [SDOTPermits@seattle.gov](mailto:SDOTPermits@seattle.gov)

# ANNUAL VEHICLE PERMIT APPLICATION

(Official Use Only)

**Single:**  
Permit No. \_\_\_\_\_ **TYPE:**  33A  33B **BILLING:**  OTC  SC BILL

**Series:**  
Starting Permit No. \_\_\_\_\_ **TYPE:**  33A  33B **BILLING:**  OTC  SC BILL  
Ending Permit No. \_\_\_\_\_ Total Amount \_\_\_\_\_

**Additional Series:**  
Starting Permit No. \_\_\_\_\_ **TYPE:**  33A  33B **BILLING:**  OTC  SC BILL  
Ending Permit No. \_\_\_\_\_ Total Amount \_\_\_\_\_

## 1 ABOUT

An **Annual Vehicle Permit:**

- Allows: 2 hours of work on arterial streets  
8 hours of work on non-arterial streets
- **Is required**, unless a **Street Use Construction** or **Utility Permit** has been issued for the work
- Does not cover material storage. Minimal storage is allowed.
- Does not cover ground-breaking
- Includes both a printed permit and a window decal
  - Keep permit inside the vehicle. Display decal in the lower passenger side of vehicle.

- Each vehicle working in the right of way must be permitted
- All work in Hubs requires coordination 3 weeks prior through [SDOTPermits@seattle.gov](mailto:SDOTPermits@seattle.gov)
- Large orders of Annual Vehicle Permits require several weeks to process
- Refer to [CAM 2108](#) and the printed permit for more details and regulations

## 2 REQUIRED AT APPLICATION

- This permit application, filled out completely
- Proof of insurance - see [CAM 2102](#)
  - Business liability insurance with City of Seattle listed as additional insured, **not** vehicle insurance
- Letter of Authorization
  - May be required if you are an agent applying for permits on behalf of a company other than your own

## 3 COMPANY/AGENCY

- I represent a:  Contracting or building company (list company):
- Government or city agency (list agency):
- Franchise utility agency (list agency):
- Tree Service Provider (list provider):

## 4 PERMIT HISTORY

- I applied for Annual Vehicle Permit(s) last year. List former permit number:  (if known)

## 5 PERMITS REQUESTED

For 2017, list number of Annual Vehicle Permits needed

- I am obtaining this permit/these permits, because I received an Inspector warning

Comments or Special Instructions

## 6 APPLICANT

Applicant Name:	SDOT Customer ID Number:
Company:	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Mobile Phone Number:
	Office/Home Phone Number:
	Email Address:

## 7 FINANCIALLY RESPONSIBLE PARTY (Permittee-Company, Agency, Tree Service Provider)

Name:	SDOT Customer ID Number:
Company:	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Mobile Phone Number:
	Office/Home Phone Number:
	Email Address:

## 8 24-HOUR CONTACT (Job Site Contact)

Check if **Applicant** is the **24-Hour-Contact** - skip this section, proceed to **9**

Name:	SDOT Customer ID Number:
Company:	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Mobile Phone Number:
	Office/Home Phone Number:
	Email Address:

## 9 TERMS AND CONDITIONS

**Indemnification:** The Permittee agrees to defend, indemnify, and hold harmless the City of Seattle, its officials, officers, employees, and agents against: (1) any liability, claims, causes of action, judgments, or expenses, including reasonable attorney fees, resulting directly or indirectly from any act or omission of the Permittee, its subcontractors, anyone directly or indirectly employed by them, and anyone for whose acts or omissions they may be liable, arising out of the Permittee's use or occupancy of the public right of way; and (2) all loss by the failure of the Permittee to fully or adequately perform, in any respect, all authorizations or obligations under the Permit.

**Acceptance of terms, conditions, and requirements:** Permittee shall accept the terms, conditions, and requirements of the permit and agree to comply with them to the satisfaction of the Seattle Department of Transportation, Street Use & Urban Forestry Division. Permittee

further agrees to comply with all applicable city ordinances, including but not limited to Title 15 SMC, and all applicable requirements of state and federal law. Work shall begin within six months from the date of approval unless other arrangements are made, otherwise the application shall be void.

**Applicant/Permittee or Authorized Agent Statement:** I declare under penalty of perjury under the laws of the State of Washington that: I am the Applicant/Permittee OR the authorized agent of the Applicant/Permittee; that the information provided is correct and complete; and that I have the authority to bind the Applicant/Permittee to this application.

**Deposits, Charges, and Future Billings:** The Permittee is responsible for all permit charges. If a deposit was made for estimated future Street Use & Urban Forestry services, any unused portion of the deposit will be refunded to the Applicant/Permittee. Any charges in excess of the deposit will be billed to the Applicant/Permittee.

APPLICANT SIGNATURE

DATE