

# Application for Residential Parking Zone Decal

Mail this COMPLETE form, appropriate documents, and fee to:

Phone: (206) 684-5086  
Fax: (206) 684-5085

ATTN: Traffic Permits  
Seattle Dept. of Transportation  
P.O. Box 34996  
Seattle, WA 98124-4996

Or bring this COMPLETE form, appropriate documents, and fee to:

700 5<sup>th</sup> Ave, Ste. 3768  
Seattle, WA 98104

\_\_\_\_\_ Name

\_\_\_\_\_ Address

## TO RECEIVE A RESIDENTIAL PARKING ZONE DECAL for Zone 18

- Attach a photocopy of your current **Washington State Vehicle Registration**. Titles (Certificates of Ownership), temporary registrations, and bills of sale are not accepted. Out-of-state registration is accepted only for active duty military personnel or out-of-state students providing a letter from the Registrar's Office or a tuition statement showing non-resident status.
- Attach CURRENT (dated within the last 30 days) proof of residency showing your name and address, such as a bill, rental agreement, etc.
- Attach fee (if any): No fee required.  
Make Check payable to City of Seattle.
- Per RCW 46.61.582 Any person who legally possesses a disabled decal or License plate shall be allowed to park in any Residential Parking Zone without a permit. All Other Applicable laws shall apply.

*Attach additional sheets if necessary. If the information provided below is incorrect, please call.*

1 <sup>st</sup> decal \$0	2 <sup>nd</sup> decal \$0	3 <sup>rd</sup> or more \$0 Each
Make _____	Make _____	Make _____
Model _____	Model _____	Model _____
Color _____	Color _____	Color _____
License Plate _____	License Plate _____	License Plate _____

I would like a guest permit at a \$0 charge with my decal. **ONE guest permit allowed per household.**

I do not want to purchase a decal for my vehicle, but I would like a guest permit for \$0.

### NOTICE – PLEASE READ

Under ordinance 108354, a vehicle with a valid, properly affixed Residential Parking Zone (RPZ) decal will be exempt from the RPZ parking prohibitions where there is an "EXCEPT BY ZONE 18 PERMIT" sign. It DOES NOT exempt the vehicle from any other parking restriction or controls.

### UNDERSTANDING/OBLIGATIONS

I will PERMANENTLY AFFIX the decal issued to me to the lower center of the rear window of the vehicle for which it is issued. If the vehicle is a truck, a vehicle without a rear window, has a dark-tinted back window, or a surface defroster, I will place the decal in the lower left-hand corner (driver's side) of the front windshield. I will remove the decal if the vehicle is sold or transferred to another owner. In the event that the decal is lost or stolen, I will report it to Traffic Permits at 684-5086 within three (3) business days. I understand that guest permits are to be used only for vehicles of persons actually visiting a resident, and that both decals and guest permits expire **April 30, 2010**.

The information I have provided on this form is accurate and true to the best of my knowledge.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_ Day Phone \_\_\_\_\_

**Permit fees are non-refundable**

SDOT TRAFFIC PERMITS  
 700 Fifth Avenue, Suite 3768  
 P.O. Box 34996  
 Seattle, WA 98124-4996  
 Phone: (206) 684-5086 ~ Fax (206) 684-5085

### 1. What your Residential Parking Zone (RPZ) decal will do:

A properly displayed RPZ decal will exempt a resident's vehicle from the time limit parking prohibitions in areas designated with signs reading, "EXCEPT BY ZONE 18 PERMIT." Your decal must be **permanently affixed** to your vehicle to avoid citation.

### 2. What your RPZ will not do:

- An RPZ decal will not exempt a vehicle from any parking restrictions other than the RPZ prohibitions. For example, it will not make it legal to park a vehicle:
  - A. Within 15 feet of a fire hydrant;
  - B. On a planting strip;
  - C. On the street longer than 72 hours;
  - D. On a sidewalk;
  - E. Within 20 feet of the approach to an intersection;
  - F. Anywhere else where parking is illegal as defined in the City of Seattle Traffic Code.
- Having an RPZ decal on your vehicle will not exempt vehicles of your relatives, baby-sitter, or guests from posted parking prohibitions. However, you may obtain a guest permit for this purpose
- An RPZ decal will not guarantee you a parking space in front of your home.

### 3. Placement of the decal:

**PERMANENTLY AFFIX** the decal to the **LOWER CENTER OF THE REAR WINDOW** on the inside of the vehicle for which the decal was issued. If you have a truck, a vehicle without a rear window, a dark-tinted back window, or a surface defroster, then you should place the decal in the lower left hand corner (driver's side) of the front windshield.

If the decal is not properly displayed, and is not clearly visible for Parking Enforcement Officers, you will not be exempt from time limit prohibitions and will be liable for citation. No substitutes for decals, such as handwritten notes, will be accepted by enforcement personnel.

### 4. Replacement decals:

- To obtain a replacement decal due to a windshield replacement we need to have:
  - A. The old decal **OR** a copy of the windshield replacement invoice;
  - B. A letter with your name, address, license plate number, and old decal number, explaining what you are requesting.

**WITHOUT THE OLD DECAL OR WINDSHIELD INVOICE, THERE WILL BE A \$15 REPLACEMENT CHARGE.**

- To obtain a replacement decal due to a change in vehicles, please provide us with:
  - A. A copy of the current Washington State Vehicle Registration in your name;
  - B. The old decal (even if it is in several pieces);
  - C. A letter with your name, address, old license plate number, and old decal number, explaining what you are requesting.

**WITHOUT THE OLD DECAL, THERE WILL BE A \$15 REPLACEMENT CHARGE.**

### 5. Temporary RPZ permits:

- If you do not have your permanent vehicle registration because you have recently purchased a vehicle, you may obtain a temporary 60-day permit to use until you get your Washington State vehicle registration.

## 6. Guest Permits:

Hang the guest permit from the rear-view mirror of the visiting guest's vehicle so that the front of the permit is visible from outside the vehicle. The guest permit will be void unless displayed in this manner.

Guest permits are to be used only by visitors of a resident. If a resident uses the guest permit, the resident is liable for citation. To protect the guest permit from theft, windows will need to be rolled up, doors locked, and sunroofs closed. Have your guest return your permit before leaving.

If you lose your guest permit, there is a \$15 fee for the first replacement, and a \$25 fee for the second replacement. After two replaced guest permits, no other guest permits will be issued until the next renewal cycle.

Only one guest permit per residence is issued to prevent large numbers of visitors from inconveniencing residents. If you are expecting more than one guest at a time, you may borrow your neighbors' guest permits if they agree, OR you may purchase temporary permits for \$15 each.

## 7. Misuse of a Parking decal or guest permit:

- To avoid losing residential parking zone privileges for a one year period, be sure to:
  - A. Use the decal only on the vehicle for which it was issued;
  - B. Limit use of the guest permit to persons actually visiting a resident of the residential parking zone;
  - C. Provide accurate information on the RPZ decal and guest permit application;
  - D. Report a lost or stolen guest permit within three business days to Traffic Permits, 684-5086.
- Under Ordinance 108354, it is illegal to sell RPZ decals and guest permits. The Ordinance reads, in part:

“Any such permit or other authorization issued shall be revoked if any person to whom such permit is issued or authorization granted shall:

  - A. Offer or agree to authorize or permit another person to park a vehicle in any restricted parking zone for any monetary considerations;
  - B. Transfer, for money, the use of any permit or other identification issued by the City authorizing a vehicle to park in any restricted parking zones;
  - C. Allow another person under his control to do either (A) or (B); or,
  - D. Allow a permit or other authorization issued to be so used.

No new permit may be issued or other authorization granted to such person for a period of one year.”

## 8. General Information:

- If you believe a decal or a guest permit is being misused to park a vehicle in an RPZ parking zone, please call Traffic Permits at 684-5086, with the decal or permit number and license plat number of the vehicle. The Department will investigate your complaint.
- Service vehicles may be exempted from the RPZ prohibitions while serving a residence in the RPZ by obtaining a temporary permit (\$15.00).
- If a guest permit is lost, there is a \$15.00 replacement fee; if a second guest permit is lost the replacement fee is \$25.00. After two lost guest permits, no other guest permits will be issued until the next renewal cycle.
- Remove all expired decals from your window. Pulling the decal slowly from one corner aids removal. Also heat or mineral spirits may help you loosen the adhesive.
- There is a \$20.00 fee for all checks that are returned for insufficient funds (Ordinance 114345).

For additional information or clarification, please call Traffic Permits at 206-684-5086.