

Restricted Parking Zone (RPZ) Vehicle Registration

2010

When an applicant's vehicle is not registered at their address:

An easy, online change of address process can be found at the Washington State Department of Licensing (WA DOL) website, <http://www.dol.wa.gov/vehicleregistration/address.html>. It requires the following information: vehicle license number, the last four numbers of the Vehicle Identification Number (VIN), and last name.

When an applicant's vehicle is not registered in their name:

An applicant must make an attempt to comply with the following rules before being issued an RPZ permit.

When the vehicle is paid for: Adding a co-owner to the title is very straightforward if the vehicle is paid for owned outright. If this is the case, go to the website, <http://www.dol.wa.gov/forms/420001.html>. This process is specifically for people wanting to add or remove a registered owner on a vehicle title. The [Vehicle Certificate of Ownership Application form](#) is at the bottom of the page. The process requires that you download the form, print it, complete it, and have it signed and notarized by all owners (generally notaries are available at most banks.) Then, mail the certificate to any office of the WA DOL, along with the \$9 fee. Then complete the steps above for changing the address.

If the vehicle is still partially owned by a bank or financing institution: Adding another name to the ownership may become more difficult, as some lending institutions have strict rules. Prior to considering issuance of an RPZ permit, the SDOT Traffic Permits Counter must be satisfied that the applicant has attempted to have their name added to the title. Contact the appropriate lending institution for specific instructions.

If applicant has attempted to comply with the rules but is unable to do so:

Temporary RPZ Permits are available in certain exceptional conditions. Exceptions can be made by the SDOT Traffic Permits Counter Supervisor and Lead. SDOT will consider an applicant's attempts to comply with the rules under the circumstances described above. The owner of the vehicle must provide, in writing, a compelling reason for the exception.

Upon approval of the Supervisor or Lead, a Temporary RPZ Permit may be issued, which is valid for up to 60 days. The applicant may obtain successive Temporary RPZ Permits if necessary and approved by the SDOT Traffic Permits Counter Supervisor or Lead.