



Central Albany Parking Area

(Replacement of lost or stolen permits)
\$5.00 Replacement Fee



1. Applicant Information

Business Name: _____

Business Address: _____

Mailing Address: _____

Contact Name: _____

Phone: _____ Email: _____

- Business must provide the permit number(s) of the lost/stolen permit(s).

Lost/stolen permit number(s): _____

	Quantity	Total
Replacement Permit(s): \$5.00 each		

Acknowledgement

By applying for this permit and signing the application, the undersigned agrees to the following:

- All the information on this form (and any supplemental information I have provided) is true and correct.
- **Cancelled permits shall not be used (if later found) because they are subject to citation.**
- I have read and understand Albany Municipal Code 13.21.112.
- If any permits are lost or stolen, I will pay a replacement fee.
- I authorize the Albany Police Department to verify any information contained herein.
- The business permit(s) assigned to employees shall only be used for the purposes of conducting business.
- To assign any guest permits I obtain to persons only during periods when they are actually visiting my business.
- To immediately surrender any rights to use any permit(s) if the business relocates outside of the permit area.
- All permits remain the property of the City of Albany and will be removed if improper use is demonstrated.

_____ Signature	_____ Date
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For Office Use Only

Employee Permit Number(s): _____ Guest Permit Number(s): _____

Payment Methods

By Mail: Check or money order payable to City of Albany.

In Person: Check, money order, or credit card.

**Mail or hand deliver completed application, required documents and payment to:
Albany Police Department, 2600 Pacific Blvd SW, Albany, OR 97321
8:00am – 5:00pm**

Incomplete or illegible applications will be returned.
Questions? Call 541-917-7680