



223 Walnut Street  
 Suite 1  
 Harrisburg, PA 17101  
 (717) 234-2274 - p  
 (717) 234-3590 - f  
 www.parkharrisburg.com

# Monthly Parking Application

Parker Name: \_\_\_\_\_ **Type of Account\***

Company Name (only if corporate account): \_\_\_\_\_ Individual \_\_\_\_\_

Address: \_\_\_\_\_ Corporate \_\_\_\_\_

Apt. or Suite #: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_ Activation Fee:           \$15.00          

E-mail Address: \_\_\_\_\_

\* Individual Account: Individual pays for their own monthly parking account.  
 Corporate Account: Employer or Company pays for the monthly parking account.

	(# permits)	at	(price)	(Location Name)	
Regular	_____	at	_____	_____	Card #: _____
Reserved	_____	at	_____	_____	Location #: _____

Car Make	_____	Car Model	_____	Car Year	_____
Car License Plate	_____	Car Color	_____	State Tag	_____

Upon acceptance of this application, you will be issued an access card for the parking facility. When you change your permanent vehicle, please provide updated information to the office personnel. You must have your access card with you to gain entrance to and exit from the parking facility. If you do not have your access card on you, you will be charged the daily rate upon exit. No refunds will be given if the daily rate is paid. A replacement fee will be charged for lost cards or those damaged beyond normal wear and tear. \_\_\_\_\_

**Payment is due no later than the 1<sup>st</sup> of each month. If payment is not received by the 1<sup>st</sup> of the month, a late fee may be assessed and your access card will be subject to deactivation.** Deactivated access cards will be assessed a re-activation fee. Parking fees are subject to change. No credit can be given for vacations or other periods when your car is not in the garage. If your account is delinquent, your car may be locked up or removed by towing (at your expense) until payment in full is received. Interest at the maximum legal rate, along with costs and attorneys' fees, may be applied to overdue accounts. Your submission of this application constitutes your agreement to indemnify the garage owner and operator with respect to any and all damage to property or injury to persons that you cause by violating applicable garage rules and regulations. \_\_\_\_\_

If an account is opened within the first 15 days of the month, the full monthly rate applies. However, if an account is opened after the 15<sup>th</sup> of the month, the monthly parking will be prorated for half the month. **You may cancel your monthly parking privileges as of the end of any given month upon at least 30 days' prior written notice. An account cannot be cancelled in the middle of the month for any reason. Access cards are the property of Park Harrisburg and must be returned upon termination of your parking lease. A fee will be assessed for cards not returned within 30 days of cancellation.** We reserve the right to cancel at any time, though we will endeavor to give you at least 30 days' prior written notice except in the case of (i) circumstances beyond our control, or (ii) your violation of applicable garage rules and regulations (if we terminate prior to the end of the month, the prepaid monthly fee will be prorated and the unused portion will be refunded). \_\_\_\_\_

When you self-park, you understand that payment of the applicable parking fee grants a license to park only, and that no bailment of any kind is intended or created. Charges are for space only. Cars are parked at owner's risk. We assume no responsibility for any damage, loss by fire, theft or any other cause whatsoever. \_\_\_\_\_

\_\_\_\_\_ Applicant / Corporate Rep Signature (required) \_\_\_\_\_ Date

<b>OFFICE USE ONLY:</b>		METHOD
EFFECTIVE DATE: _____	AMT PAID: _____	OF PYMT: _____ AMT BILLED: _____
EMPLOYEE INITIALS & DATE: _____		
	<b><u>INITIALS</u></b>	<b><u>DATE</u></b>
ACTIVATED IN CARD SYSTEM:	_____	_____
ENTERED IN BILLING SYSTEM:	_____	_____ ACCT NO.: _____