



# First Street Garage Parking Application

*Garage Operated by Republic Parking System*

## Application Instructions

Cambridge residents may apply for monthly parking at the City's First Street Garage. Before applying, applicants should:

- > Review qualifications, fees, and rules
- > Complete the application (page 2) and mail or bring it to the City of Cambridge Department of Transportation at 344 Broadway, Cambridge 02139.

## Qualifications

In order to qualify, you must:

- > Have a valid Resident Parking Permit
- > Pay all outstanding parking tickets

## Fees

- > One-time fee for access card: \$10 (*replacement fee: \$10*)
- > May through November: \$100 per month
- > December through April: \$100 per month

## Rules

- > Limit of one vehicle per household.
- > Monthly payment is due before the first of the month. Failure to pay or late payment will result in your access card being disabled. If your access card is disabled, you will be responsible for paying the daily maximum rate for each day your vehicle is parked in the garage after the first of the month.
- > Vehicles may not be left in the garage for more than one week without exiting the garage.
- > The Department of Transportation will consider requests to park your car in the garage for longer than one week without moving your vehicle. Please submit a request in writing and include the reason for the extended parking, duration, and emergency contact information.
- > You are responsible for making sure your vehicle is in safe condition and is not a hazard to other users of the garage (e.g., no leaking fluids and able to be driven).
- > You are responsible for all items left in your vehicle.
- > Your vehicle must have a valid, up-to-date inspection sticker, registration, and parking permit.
- > If you do not comply with the rules, your vehicle will be considered an abandoned vehicle (G.L. c90 Sec22B) and towed at your expense.

**Accessibility:** The City of Cambridge does not discriminate, including on the basis of disability. We may provide auxiliary aids and services, written materials in alternative formats, and reasonable modifications in policies and procedures to people with disabilities. For more information, contact [tpt@cambridgema.gov](mailto:tpt@cambridgema.gov), 617-349-4700 (voice), or via relay at 711.

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## Applicant Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Apt/Unit: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Check if pre-approved for Gore St. waiver: ☐

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

## Billing Address (if different from above)

Street Address: \_\_\_\_\_

Apt/Unit: \_\_\_\_\_ City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## Vehicle Information

Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Color: \_\_\_\_\_ License Plate Number: \_\_\_\_\_ State: \_\_\_\_\_

## Agreements

- If I am a keycard holder, I must pay for the initial keycard and I must pay for any lost or stolen keycard. Replacement costs or fees are subject to change.
- If I pay by check and it is returned for any reason, I must pay the returned check fee.
- Month-to-month payments are due by the first business day of each month. Any partial use of parking privileges makes the holder liable for fees for the entire month. Cancellation of parking privileges is the responsibility of the monthly parker. Any and all payments are non-refundable.
- Monthly parking is non-transferable.
- This agreement is not a lease, and no bailment is created between the holder of a keycard and the City of Cambridge, or its agents or employees, with respect to the holder's motor vehicle or any personal property contained in the vehicle. This agreement grants the holder a personal license to park a motor vehicle at this facility, at the holder's own risk and in accordance with the terms of this agreement. The license granted shall not be assigned by the holder.
- The City of Cambridge, its agents and employees, are not responsible for any loss or damage to any motor vehicle, or its contents, by fire, theft, collision, or any other cause, or for anything contained in any vehicle. It is the holder's responsibility to remove all items of value from the vehicle. The holder hereby releases the City of Cambridge and its agents and employees from any and all responsibility in connection with the holder, the holder's motor vehicle and the holder's other personal property. In the event that the holder suffers any loss to person or property, the holder shall look solely to their insurance coverage, if any, and shall make no claim whatsoever against the City of Cambridge.

By signing this document, I acknowledge that I have read and fully understand all conditions set forth above.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_