



**CITY OF CAMBRIDGE**  
**Traffic, Parking and Transportation**

344 Broadway

Cambridge, Massachusetts 02139

[www.cambridgema.gov/traffic](http://www.cambridgema.gov/traffic)

Joseph E. Barr, Director  
Stephanie McAuliffe, Assistant Director for Parking Management  
Brooke McKenna, Assistant Director for Street Management

Phone: (617) 349-4700  
Fax: (617) 349-4747

**Terms and Conditions**

**First Street Garage, East Cambridge**

*For eligible Cambridge residents only.*

This program has been created to provide Cambridge residents who do not have off-street parking the ability to park in the City's First Street Garage. The program is restricted to one (1) vehicle per household.

Eligibility criteria:

- Must be a resident of Cambridge and have a valid resident parking permit on the vehicle.
- Must have no outstanding parking violations.

Fees:

- From May through November, the fee is \$100 per month; from December through April, the fee is \$50 per month.
  - **NOTE:** The City is extending the wintertime \$50 per month fee year-round to residents impacted by ongoing construction on Gore Street and at the King Open construction projects. Residents must be pre-approved to receive this rate. Please check the appropriate box on your application below.
- There is a one-time fee of \$10 for the electronic access card to be used when entering and exiting the garage. If lost, the replacement fee for this card will be \$10.
- The monthly payment is due before the first of the month. Failure to pay or late payment will result in the access card being disabled, and you will be responsible for paying the full garage daily maximum rate for each day your vehicle is parked in the garage after the first of the month.
- Vehicles cannot be left in the garage for more than one (1) week without exiting the garage. Requests for parking in the garage longer than a week without moving your vehicle will be considered and must be submitted in writing including the reason, duration, and emergency contact information.

Requirements:

- Vehicle owner is responsible for making sure their vehicle is in safe condition: not a hazard to other users of the garage, not leaking fluids, and not unable to be driven. Any vehicles considered a safety hazard will be towed immediately at the owner's expense.
- Vehicle owner is responsible for all items left in their vehicle.
- Vehicle must have valid, up-to-date inspection sticker, registration, & resident parking permit.
- Failure on any of these accounts will subject the vehicle to being towed at owner's expense and treated as an abandoned vehicle (G.L. c.90 Sec22B).

**Remit the following application to:** Traffic, Parking & Transportation, Attn: Margaret Ranstrom  
344 Broadway, Cambridge, MA 02139  
Fax: 617-349-4747 / Email: [ParkingServices@cambridgema.gov](mailto:ParkingServices@cambridgema.gov)



55 First Street  
 Cambridge, MA 02140  
 Phone: 617-349-4754  
 Fax: 617-349-4768

Monthly Parking Agreement	
Location: East Cambridge Garage	
Key Card #:	
Key Card Charge \$: 10	
Monthly Rate \$:	
Parker Update	Vehicle Update

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

Name of Parker: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Resident Parking Permit #: \_\_\_\_\_ License Plate #: \_\_\_\_\_

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

If pre-approved for reduced fee, check the appropriate box: Gore Street: \_\_\_\_\_ King Open: \_\_\_\_\_

**I understand that:**

- 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 his or her insurance coverage, if any, and shall make no claim whatsoever against the City of Cambridge.

By signing this document, I acknowledge I have read and fully understand all conditions set forth above. I am aware of and understand the City of Cambridge Rules Governing Use of Parking Facilities.

Signature of Parker: \_\_\_\_\_ Date: \_\_\_\_\_

*For office use only:*

Approved by: \_\_\_\_\_ Effective Date: \_\_\_\_\_

Comments: \_\_\_\_\_ Termination Date: \_\_\_\_\_