

VILLAGE OF GREAT NECK EMPLOYEE PARKING PERMIT REGULATIONS / INSTRUCTIONS

Employee parking permits for Municipal Parking Fields # 1, 3, 4, 5, & 6 in the Village of Great Neck will be issued upon submission of the following to Village Clerk, or his/her designee:

- Completed Employee portion of Employee Parking Permit Application; signed & dated
- Completed Employer portion of Employee Parking Permit Application; signed & dated
- Copy of valid New York State Driver's License
- Copy of valid New York State Car Registration
- **Non-Refundable** Application Fee (*see below)

PERMIT PARKING HOURS (UNLESS OTHERWISE POSTED):

A vehicle with a valid parking permit may park, within the designated area, between the hours of 7:00 am – 7:00 pm. Only head-in parking is permitted.

Failure to comply may result in a summons. If a permit holder repeatedly violates parking restrictions, future parking permits may be denied.

TERMS & DATE OF ISSUE:

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|-----------------|--------------------|--|
| • Annually | Valid for 1 year | Effective January 1 st of each year |
| • Semi-Annually | Valid for 6 months | Effective January 1 st of each year through June 30 th of each year
OR
Effective July 1 st of each year through December 31 st of each year |
| • Quarterly | Valid for 3 months | Effective January 1 st , April 1 st , July 1 st & October 1 st of each year |

***NON-REFUNDABLE APPLICATION FEE:**

- \$360 per calendar year
- \$180 per calendar half year
- \$90 per calendar quarter
- \$70 issued during the second month of such quarter
- \$40 issued during the month

RENEWALS: Parking permits are on a first come first serve basis. It is the responsibility of the permit holder to renew the permit prior to its expiration date. Failure to do so may result in the unavailability of the requested parking field.

DISPLAY OF PERMIT: Parking permits must be placed visibly on the passenger side of the rear windshield so it can easily be seen & read by Parking Enforcement. As a reminder, parking must always be head-in.

CANCELLATION: The Village of Great Neck Board of Trustees may cancel a parking permit at any time if it finds that there is a misstatement of material fact in the application for the permit or the permit holder repeatedly violates the provisions thereof.

A permit issued hereunder shall be automatically cancelled upon the following conditions:

- Persons who obtained a permit cease to reside within the Village of Great Neck
- Permit is displayed on vehicle in which it was not issued
- Vehicle in which it was issued was sold or transferred

When a permit is cancelled, the Village Clerk, or his/her designee, may affix to the permit VOID or CANCELLED.

NON-TRANSFERABLE: Permits issued to a particular vehicle shall not be transferred to another vehicle. Upon the sale or transfer of said vehicle, the permit holder shall submit proof of the sale or transfer, remove and return the permit to the Village of Great Neck. A replacement permit will be issued to a new vehicle for the remainder of the time purchased.

LIABILITY CLAUSE: THE PERMIT HOLDER (APPLICANT) RELEASES THE VILLAGE OF GREAT NECK FROM ANY AND ALL LIABILITY FOR THEFT AND/OR DAMAGE(S) OF ANY KIND WHILE PARKED WITHIN A MUNICIPAL PARKING FIELD.