

**NON-RESIDENT, 2019 – 2020
PARKING REGISTRATION**

TOWN OF NEW CASTLE
200 SOUTH GREELEY AVENUE CHAPPAQUA, NY 10514 (914) 238-4772
APPLICATION FOR PARKING REGISTRATION

PLEASE PRINT

LAST NAME	FIRST NAME
ADDRESS: HOUSE # & STREET	CITY ZIP
EMAIL ADDRESS	
HOME PHONE	BUSINESS PHONE ()
PLATE NO.	PLATE NO.
PLATE NO.	

FOR OFFICIAL USE ONLY

PERMIT NO. _____

CASH _____

CHECK _____

CREDIT CARD _____

BY _____

DATE _____

Affidavit: The undersigned hereby affirms under the penalties of perjury that I reside at and occupy the above residential property and that I am the owner or authorized operator of the vehicles listed herein. Applicant also agrees to be responsible for payment of any New Castle parking tickets issued to the plates listed above.

MUST BE APPLICANT'S SIGNATURE

DATE

INSTRUCTIONS – PLEASE ENCLOSE WITH APPLICATION

- ✓ Copies of registrations for up to **three** cars with your **Current Address**
- ✓ Copy of your drivers' license with your **Current Address**
- ✓ Check payable to **“New Castle Town Clerk”**. Payments by credit card are only accepted in the office, not over the phone.
- ✓ Provide your **telephone number** and **e-mail address** in case of emergency
- ✓ **If you have a company car that is NOT registered in your name:**
Please provide a **letter of authorization on company letterhead**, your **company ID**, and the **registration** which indicates the license plate number of the car
- ✓ **AN ORIGINAL SIGNATURE OF THE APPLICANT IS REQUIRED** – no e-mailed or faxed applications
- ✓ Please note – Parking permits **will not be issued** to individuals with outstanding parking tickets

Non-Resident Parking Fee – \$1,300

Completed Applications
Must be received in this office by **Monday, May 20th**.

Lottery will be held **Friday, May 24th**

- PARKING RULES:**
1. Parking privileges are extended only to those vehicles listed – changes in plate number must be made by producing a copy of the registration for the new plate.
 2. Purchasing a parking permit does not guarantee a parking spot.
 3. Misuse of the parking privileges or misrepresentation on this application will result in revocation and loss of fee.