



**CITY OF RICHMOND DEPT. OF PUBLIC WORKS  
FAN DISTRICT ZONE 2  
RESIDENTIAL PARKING PERMIT APPLICATION**

**July 1, 2018 to  
June 30, 2019**

**RESTRICTED PARKING DISTRICTS – DEFINITIONS AND REQUIREMENTS**

- You must be a resident of the Fan District to obtain a Fan Parking Decal/Permit, Annual Visitor Pass or Courtesy Parking Permit. A resident is defined as a record owner or renter of property in the district and members of their immediate family who reside with the owner or renter at the address in the Fan.
- A property owner may obtain up to 2 annual visitor passes for the property address at the same time the Fan permit is obtained.
- If DMV requires that the vehicle be registered as garaged in the City of Richmond, all City taxes and fees must be paid prior to obtaining a Fan permit. Students must be full-time to meet the residency requirements and comply with the vehicle registration requirements of the Virginia Department of Motor Vehicles (DMV).

Are you the current *property owner* in the Fan District? Yes \_\_\_ No \_\_\_ Map reference # \_\_\_\_\_

Is this your primary residence? Yes \_\_\_ No \_\_\_ Do you rent any portion to tenants? Yes \_\_\_ No \_\_\_

**FAN RESIDENT-PROPERTY OWNER**

DATE OF APPLICATION: \_\_\_\_\_ DAYTIME PHONE: \_\_\_\_\_

NAME (LAST, FIRST, MI): \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ APT/UNIT #: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**PROPERTY OWNER VEHICLE INFORMATION**

**VEHICLE #1** License Plate #: \_\_\_\_\_ State of Registration: \_\_\_\_\_

Vehicle Make and Model #: \_\_\_\_\_ Title#: \_\_\_\_\_

**VEHICLE #2** License Plate #: \_\_\_\_\_ State of Registration: \_\_\_\_\_

Vehicle Make and Model #: \_\_\_\_\_ Title#: \_\_\_\_\_

**VEHICLE #3** License Plate #: \_\_\_\_\_ State of Registration: \_\_\_\_\_

Vehicle Make and Model #: \_\_\_\_\_ Title#: \_\_\_\_\_

ANNUAL VISITOR PASSES (\$35.00 each) QUANTITY:  1 or  2  
*Visitor passes are available only for property owners and must be purchased at the same time as Fan Resident Permits. Visitor passes are non-replaceable and limited to 2 per building address to 2 per building address.*

**For Office Use Only**

Vehicle 1 Permit #: \_\_\_\_\_

Amount Due: \$ 25.00

Vehicle 2 Permit #: \_\_\_\_\_

Amount Due: \$ 25.00

Vehicle 3 Permit #: \_\_\_\_\_

Amount Due: \$ 25.00

Visitor Pass #1: \_\_\_\_\_

Amount Due: \$ 35.00

Visitor Pass #2: \_\_\_\_\_

Amount Due \$ 35.00

**TOTAL DUE: \$** \_\_\_\_\_

**REVIEWED BY:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**DMV ID or other valid  
picture ID** \_\_\_\_\_

*I certify that I fully understand the City of Richmond Restricted Parking District requirements and understand that the permit(s) issued with this application is (are) only for the vehicle(s) described herein. I also understand that anyone who purchases any parking decal / permit under false pretenses, per Section 102-302 of the Code of Richmond, Virginia, shall be guilty of a Class 4 misdemeanor and will punished to the full extent of the law.*

SIGNATURE OF PROPERTY OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

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