



Parking Permit Terms and Conditions

Village Clerk's Office

1001 Post Road, Scarsdale NY 10583

914.722.1175 / clerk@scarsdale.com

General Terms and Conditions – Applicable to all Parking Permits

- No permit shall be used concurrently on two or more vehicles under any circumstance.
- Persons with an unpaid parking violation are prohibited from applying for or receiving a permit.
- Purchase of a parking permit does not guarantee the permit holder a daily parking space.
- The Village of Scarsdale is not liable for any loss or damage to any motor vehicle or its contents while parked in any public parking area.
- A Vehicle Registration copy and \$5.00 fee are required to update vehicle/plate information.
- The Freightway Garage Roof, Freightway Open Lot, Beatty Lot, Scarsdale Avenue Lot, and Merchant Lot are all subject to the [seasonal overnight parking ban](#).
- If a permit holder wishes to cancel a permit, a pro-rated refund *may be available*. No refunds are available for Scarsdale Meter Permits, and other refund requests are issued on a pro-rated basis for a \$10.00 processing fee.
- The Village may revoke a permit without refund for violation of a term governing its use.

Permit Lotteries – Christie Place and Merchant Lot Permits

The application period is from 9:00 AM on June 03, 2019, thru 5:00 PM on June 13, 2019. No application will be accepted outside of the application period. Applications may be submitted by mail, in-person, or the Village Hall drop-box, and must include either “Christie Place Lottery” or “Merchant Lot Lottery” on the outside of the envelope. Applications are time-stamped when received.

For Christie Place, only one application/permit is allowed per household; submitting more than one application per household results in all applications being disqualified.

For the Merchant Lot, only two applications/permits per Merchant are authorized; submitting more than two applications per Merchant results in all applications being disqualified.

The 2019 lotteries will be held on June 14, at which point the available permits will be issued on a random basis, selected from all complete application packets received; incomplete application packets are disqualified from the drawing.

Once the permits have been exhausted, unsuccessful applicants continue to be selected at random for placement on a wait list, which remains in effect until the 2020 drawing. Each such applicant is promptly notified of their status and their payment is returned. The first applicant appearing on the wait list would have the first chance to secure a permit, should one become available, and on down the list as additional permits may become available.

The “General Terms and Conditions” also apply to Christie Place Garage and the Merchant Lot.

All other Parking Permits

The resident and non-resident application period is from 9:00 AM on June 03, 2019, thru 5:00 PM on June 13, 2019. Please mark the lower left of your envelope with the permit type being requested. Permits are sold on a first-in, first-out basis, as determined by the time-stamp applied to the envelope upon receipt in the Village Clerk's Office. However, Freightway permits are restricted to Scarsdale residents, only, through June 14, after which non-residents also become eligible. Non-resident Freightway applications received between June 1 and June 13 are date-stamped and then processed after June 14 in the order initially received.

No in-person applications will be accepted until *on or after* June 14 at 9:00 AM., at which point such applications are processed in time-stamped order following those received during the mail-in application period.

Additional Important Permit Applicant Information

- **NEW:** With the exception of motorcycle and scooter permits, which are issued by way of a decal that must be displayed on the vehicle, all parking permits are now issued electronically using the license plate number(s) listed on your permit application. No physical permit will be issued for display on your vehicle. Parking enforcement is being performed with automatic license plate readers, which match your plate number to a valid permit in our system. Therefore, it is important to double-check the license plate number(s) you enter on your permit application; an incorrect license plate number will result in a parking violation.
- The [Permit Application](http://www.scarsdale.com/parkingpermits) is available from www.scarsdale.com/parkingpermits.
- Mailed permit applications should be sent in a business size envelope to:

Parking Permits
Village of Scarsdale
1001 Post Road, Scarsdale, NY 10583
- Indicate the specific permit type being sought on the outside, lower left of the envelope.
- Permit fees are accepted by check or money order, only, whether by mail or in-person.
- Permit applicants and those issued permits should note that criminal penalties may be imposed pursuant to NYS law for providing false information in connection with a permit application and/or fraudulent use of a permit that has been issued. Please comply with all rules for applying, as well as the Parking Permit Terms and Conditions.