

Reserved Parking Permit (Hang Tag) Policy

All monthly fees are due on the 1st of each month and payable no later than the 15th of each month to avoid late fees. You will be charged a \$5.00 late fee if you are retaining the space past the 15th. If you do not rent your space on or before the 30th it may be rented to someone else. A 15 day cancellation notice is required if you wish to cancel your parking space, If you do not give proper notice you may be subject to fees for unpaid parking.

You can purchase hangtags for as many months in advance as you wish. We are now offering a 10% discount for purchasing a yearly hangtag. You may also receive a 10% discount when leasing 6 spaces or 20% when leasing 12 or more spaces. Prices are as follows:

- Cumberland Plaza Garage: \$30.00 per month
- Transit Garage: priced at \$40.00 per month
- All other surface lots: priced at \$25.00 per month

One parking permit (hangtag) will be issued per space for the regular monthly rate; one additional tag for that space is available for a \$5.00 fee. This additional hangtag will be for this space only, if found parking in any other space with the additional tag there will be a \$30.00 fine. Individuals, businesses or organizations having outstanding parking citations shall be ineligible for renewal of parking space leases.

Parking for any Governmental and/or quasi-governmental entity will require an annual lease agreement at a discounted rate of 25%. **(Effective July 1, 2018)**

County employees enrolled in their payroll deduction program parking in the Cumberland Plaza Garage receive a discounted rate of 30%.

Contractors are required to fill out an Obstruction Permit Application. The application fee is \$30.00 (non-refundable), each space is \$10.00 per day per space up to 4 spaces, and each additional space is \$20.00 per day per space upon approval.

If for any reason your space is occupied by any vehicle that does not have permission to park there, please call our office at (931) 553-2436 and we will have an enforcement officer come and issue the vehicle a \$40.00 citation for parking in your reserved space. Please do not take it upon yourself to block a vehicle in or have a vehicle towed; our officers will cite the vehicle. It is our responsibility to handle these issues. However, if the vehicle remains in your space for more than three consecutive days, the proper authorities will be contacted and will make the decision to remove the vehicle at that time.

Please make your payments in person. Our office is open 7:30 am until 5:00 pm for your convenience. We are located on the first floor of City Hall at 1 Public Square.

We hope this new policy will make monitoring the rental lots more effective and assure that each renter's space is protected. If you have questions or comments concerning this policy do not hesitate to contact our office at 931- 553-2436 or 931-645-7436.