



## **TERMS AND AGREEMENT**

I/We the undersigned hereby understand and agree to the terms and agreements outlined below:

1. Displaying of illegible, expired, cancelled, or altered parking permits for the purpose of a valid parking permit is prohibited and the permit owner indicated on reverse is/are subject to a parking ticket(s). Displaying of altered or fraudulent permits will lead to revocation of the fee and permit and will be reported to the Police.
2. Parking Permits must be displayed clearly on the vehicle's interior rear-view mirror, or I/we will be subject to a Parking Ticket(s). Heritage vehicles or vehicles with no rear-view mirror must clearly display the permit; face up on the front dash of the vehicle.
3. I/we am responsible to advise the City of Cambridge of any cancellation(s). Parking permits which are being cancelled, must be returned to Service Cambridge, 1st floor, City Hall, 50 Dickson Street, Cambridge. If applicable, a refund will be given for every pre-paid full month remaining if cancellation is received by the third business day of the month. Refunds for partial months will not be given. If on monthly invoicing, cancellations must be received by the third business day of the month to avoid being invoiced for the current month. **Permits no longer in use, must be returned; otherwise, they are considered a valid permit.**
4. Parking permit(s) if lost, must be reported immediately to the City of Cambridge, (519.623.1340) to receive a replacement permit. A replacement fee may be applicable.
5. Indemnify and save the City harmless from all claims, actions and proceedings, any costs and expenses incurred by the City hereby, for loss or damage resulting from bodily injury including death to any person or persons and for loss or damage to any property arising from the use of the parking facility by the customer.
6. I/we am responsible to advise immediately, the City of Cambridge of any changes to information on reverse.
7. Permits are only valid at the lot location for which the permit purchased.
8. Residential permits are only available to individuals currently living in the same downtown core area as their assigned lot. Proof of address in the form of an Ontario Driver's License, Ontario Photo Card, utility bill or lease agreement is required.
9. Residential & 24-Hour parking permits are not exempt from the late night (2:30-6am) parking prohibition in designated snow storage areas or snow removal corridors from December 1 to March 31.
10. Rates are subject to change without notice.
11. Invoicing eligibility: To be eligible for invoicing, the following requirements are to be met:
  - i. Account is in good standing and has not been sent to collections.
  - ii. Permit(s) has not been revoked.
  - iii. The permit is for commercial 24hr, daytime or residential.
  - iv. Only businesses are eligible for one-time invoice.
12. Permits paid by invoice must be paid by the due date indicated on the invoice. If an invoice has not been received, it is still your responsibility to pay for your permit(s) by the due date. If invoice balance remains outstanding for more than 30 days from being issued, the

permit(s) will be revoked.

If the permit(s) has been revoked, the following must be completed to obtain a new permit(s):

- i. Visit the Service Cambridge counter within 30 days of revocation to pay the outstanding balance plus any interest, prior to receiving a new permit(s).
- ii. Pay for the new permit(s) in full for the remainder of the calendar year. Invoicing will not be available.

**Note:** Parking spaces are issued on a 'first come first serve basis.' If permit(s) have been revoked, parking may not be available in the same lot if the lot capacity has been reached.

**\*\*Permits revoked with overdue accounts exceeding 30 days will be subject to our usual collection procedures.\*\***

### **Payment Methods**

1. In person at Service Cambridge, 50 Dickson St, 1<sup>st</sup> floor, City Hall by cash, cheque, Visa, Master Card, or debit.
2. Mail / City Hall dropbox by cheque
3. Online by Visa or Master Card (a \$1.00 service fee applies to every transaction)

### **Payment by Invoice**

Payments can be made at Service Cambridge, 50 Dickson St, 1<sup>st</sup> floor, City Hall or online at <https://www.cambridge.ca/en/your-city/Payments.aspx> -> Make an Accounts Receivable Invoice Payment online.

Interest accrues on unpaid balances at a rate of 2% per 30 days.

**ANNUAL RENEWAL OF PERMIT(S) WILL NOT BE ACCEPTED IF YOUR CURRENT ACCOUNT IS NOT PAID IN FULL. PERMIT(S) WILL BE REVOKED IF PERMIT IS NOT PAID IN FULL AND WILL BE SUBJECTED TO OUR USUAL COLLECTION PROCEDURES.**

Personal information on this form is collected under the authority of the Municipal Act and will be used for the purpose of responding to your request. Questions about this collection should be directed to the F.O.I. Co-Ordinator, at 740-4680, Ext. 4583.