

**THE CITY OF  
POMONA**

Vehicle Parking District Commission

**Employee Permit Request Lot Specific Parking Permit For Downtown Pomona Employees**

**(MONDAY-SUNDAY 24HR)**



Valid in Approved Lot and Lots: 1, 2, 3, 4, 5, 8, and (23 & 24 After 8 PM)

RATE OF \$35 PER SPACE EACH MONTH SOLD ON A QUARTERLY BASIS (\$105 PER QUARTER), UPON APPROVAL

The VEHICLE PARKING DISTRICT / CITY OF POMONA reserves the right to use the permitted premises from time to time for City of Pomona authorized special events. Notice of said use shall be posted 72 hours prior to the events. All active parking permit holders affected by the event may park in any open operating VPD parking lot currently available for permit parking.

**REQUIRED APPLICATION MATERIALS**

1. You must be a employee within Downtown Pomona in order to qualify
2. A copy of the following will be required to be submitted with this application:
  - Proof of Employment (one of the following): Two Current Pay Check Stubs, W-2 Form or Employee Badge
  - Photo I.D.

**APPLICANT INFORMATION**

DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_

CITY OF RESIDENCE: \_\_\_\_\_ ZIP CODE : \_\_\_\_\_

BUSINESS ORGANIZATION : \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

DESIRED LOT NO.: \_\_\_\_\_ NUMBER OF SPACES: \_\_\_\_\_ ALTERNATE LOT: \_\_\_\_\_

DESIRED DATE TO BEGIN PARKING: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

PARKING IS AVAILABLE ON A FIRST-COME FIRST-SERVE BASIS AND IS NOT GURANTEED.

ALL LEASE REQUESTS ARE REVIEWED BY THE VPD STAFF FOR APPROVAL AFTER SUBMISSION. ALL APPROVED OR DENIED LEASE REQUESTS ARE PRESENTED TO THE VPD COMMISSION FOR CONSENT AT THE MONTHLY VPD MEETING HELD ON THE 2ND THURSDAY OF EACH MONTH AT 6:00 P.M. IN THE POMONA COUNCIL CHAMBER.

**PLEASE BE AWARE THAT LEASE RATES ARE NONREFUNDABLE AND NOT PRORATED.**

**VPD REVIEW DECISION**

APPROVAL Recommended  
 APPROVED W/ CONDITION Recommended  
 DENIED Recommended

By: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
*Signature*

APPROVED  
 APPROVED W/ CONDITION  
 DENIED

By: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
*Signature*

Comments for approval/denial: \_\_\_\_\_

<b>VPD STAFF ONLY</b>	
Num. Of Permits Renewed:	
Date:	Initial:

Please send all inquiries to Pomona City Hall, Vehicle Parking District at 505 S. Garey Ave., Pomona, CA 91766  
Phone: (909) 620-3782 / Fax: (909) 620-3703



# Employee Permit Applicant Contact Information

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## APPLICANT CONTACT INFORMATION

DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_

HOME/BILLING ADDRESS: \_\_\_\_\_

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

PHONE NO.: \_\_\_\_\_ E-MAIL.: \_\_\_\_\_

ALTERNATE PHONE NO.: \_\_\_\_\_ FAX NO.: \_\_\_\_\_

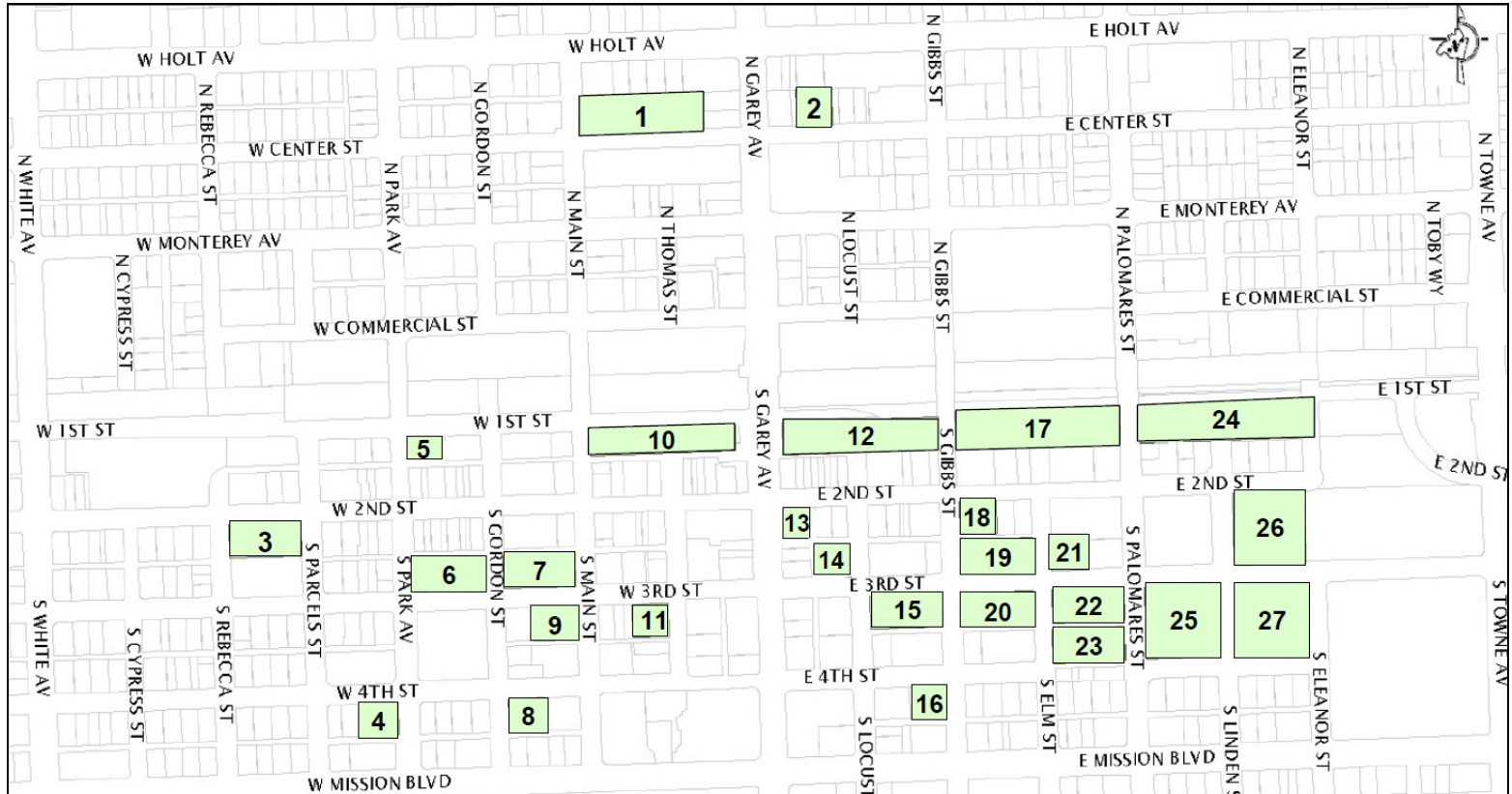
VEHICLE DESCRIPTION (*Make, Model, Color, Year*): \_\_\_\_\_

LICENSE PLATE NO.: \_\_\_\_\_

*Please list additional information below the Applicant Information if there is more than one vehicle, etc.*

**Applicant Signature:** \_\_\_\_\_

## VEHICLE PARKING DISTRICT LOTS



**Legend**

**VPD LOTS**