



# Town of Winthrop

## Resident Parking Sticker Program

Effective July 1, 2009 through June 30, 2010

**Town Hall Hours:**  
 Monday 8AM to 7:30PM  
 Tuesday 8AM to 4:30PM  
 Wednesday 8AM to 4:30PM  
 Thursday 8AM to 4:30PM  
 Friday CLOSED

To qualify for a resident parking sticker, applicant must be a resident of Winthrop. All payments, fees, fines, parking tickets, and taxes, including excise tax, owed to the Town must be paid in full to date. You will not be allowed to get any such residential parking sticker or visitor permit if the debt is not paid in full. Vehicles with commercial, livery and taxi plates do not qualify for the residential sticker program. Town Ordinances outlining the rules and regulations of the residential parking sticker program are on the Town's Official Website at <http://www.town.winthrop.ma.us>

**I would like a (check one):**

**One-Year Permit for \$5.00 ea.**  
(Valid 7/1/09 thru 06/30/10)

**Two-Year Permit for \$10.00 ea.**  
(Valid 7/1/09 thru 06/30/11)

**Name of Applicant:** \_\_\_\_\_

**Current Address:** \_\_\_\_\_

**Phone #'s:** day (     ) -     night (     ) -     cellular (     ) -     \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Registrations:**

|   |       |         |   |       |         |   |       |         |
|---|-------|---------|---|-------|---------|---|-------|---------|
| 1 | State | Plate # | 3 | State | Plate # | 5 | State | Plate # |
| 2 | State | Plate # | 4 | State | Plate # | 6 | State | Plate # |

**I am applying for (check one):**

- New Permit** -
- a. Massachusetts plates must be garaged in the Town of Winthrop. If registration is not, it must be changed in Registry of Motor Vehicles before a permit will be issued.  
<https://secure.rmv.state.ma.us/ITS/Transaction/Coa.aspx>
  - b. Joint - Residency - If you have an out of state registration you must apply for joint residency through the Massachusetts Registry of Motor Vehicles and once that is established, send the documentation along with the permit application.
  - c. I attest that my vehicle is not a commercial vehicle. Commercial vehicles are determined by multiple factors. The vehicle plate type is not the only factor.  
[http://www.town.winthrop.ma.us/pages/WinthropMA\\_Parking/540CMR2.22](http://www.town.winthrop.ma.us/pages/WinthropMA_Parking/540CMR2.22)

- Replacement** - Documentation is required. (visitor permits lost are not replaceable)
- a. Resident Permit was stolen off vehicle (submit police report)
  - b. Never received permits in the mail & I confirmed Revenue Collections Dept. mailed them.  
[http://www.town.winthrop.ma.us/pages/WinthropMA\\_Parking/Lost\\_Mail\\_Procedure\\_and\\_Form.pdf](http://www.town.winthrop.ma.us/pages/WinthropMA_Parking/Lost_Mail_Procedure_and_Form.pdf)
  - c. Sold my vehicle and left the permit on window (submit proof of title change or bill of sale). A new sticker will be given but not a new visitor permit.
  - d. Vehicle was junked or given away (submit a receipt from tow yard or donation receipt). A new sticker will be given but not a new visitor permit.
  - e. Window was replaced (submit work order from repair shop). A new sticker will be given but not a new visitor permit.

**Student** - must submit a letter from bursars office from the college stating applicant is a full-time student (12 or more credits) and proof of residency (lease or utility bill).

**Military** - must submit a letter from their commanding officer stating where they are stationed, that they are full-time active duty and proof of residency (lease or utility bill).

**Senior or Handicapped** - submit copy of placard or write in date of birth \_\_\_\_\_.

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

*I do understand that all the rules and regulations for the Residential Parking Permit Program and will abide to them.*



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**Instructions:**

1. Mail this application with a check for all permits; **\$5.00 (for each 1-year permit) for each vehicle** (plate #) or **\$10.00 (for each 2-year permit) for each vehicle** (plate #) payable to **Town of Winthrop - Permit**, and a **self-addressed stamped envelope** (addressed to the location to where the permit should be mailed and put a stamp on the envelope).

Mail to: **Town of Winthrop - Resident Permit Program**  
**One Metcalf Square - Town Hall, Room 2**  
**Winthrop, MA 02152**

2. Vehicles parked on the street must display a Resident Parking Sticker. The enforcement period is from 1AM to 5AM. Vehicles not displaying a sticker will receive a parking ticket. The fine is \$25.00
3. The permit must be affixed to the left drivers side INTERIOR window in front of dashboard (front windshield). If the permit is not affixed to the proper window, your vehicle is subject to a parking ticket. The fine would be \$25.00 for a Resident Permit Violation - Not Affixed Properly (Location).
4. **Fee Schedule:**
  - ~ \$5.00 (1-year) or \$10.00 (2-year) for initial Resident Parking Stickers and one Visitor Permit per household.
  - ~ \$5.00 (1-year) or \$10.00 (2-year) for each additional Resident Parking Stickers
  - ~ \$5.00 (1-year) or \$10.00 (2-year) for a Visitor Permit in a household without a vehicle.
  - ~ \$5.00 (1-year) or \$10.00 (2-year) for any replacement permits (documentation must be submitted along with the application)
  - ~ Fees will be waived for residents with HP or DV plates and all Senior Citizens (age 65 and older)

**RESIDENTIAL PARKING REGULATIONS WILL BE STRICTLY ENFORCED**

| Office Use Only          |                            |                          |                                      |                          |                            |
|--------------------------|----------------------------|--------------------------|--------------------------------------|--------------------------|----------------------------|
| 1                        | State                      | 3                        | State                                | 5                        | State                      |
|                          | Plate #                    |                          | Plate #                              |                          | Plate #                    |
| 2                        | State                      | 4                        | State                                | 6                        | State                      |
|                          | Plate #                    |                          | Plate #                              |                          | Plate #                    |
| <input type="checkbox"/> | <b>MV Tax Paid in Full</b> | <input type="checkbox"/> | <b>MV Due</b> Clerk's initials _____ | <input type="checkbox"/> | Called talked              |
|                          | Clerk's initials _____     |                          | \$ _____                             |                          | Called voicemail           |
| <input type="checkbox"/> | <b>PT Paid in Full</b>     | <input type="checkbox"/> | <b>PT Due</b> Clerk's initials _____ | <input type="checkbox"/> | Emailed                    |
|                          | Clerk's initials _____     |                          | \$ _____                             |                          |                            |
| <input type="checkbox"/> | <b>RMV/POG = Winthrop</b>  | <input type="checkbox"/> | <b>RMV/Place of Garaging</b>         | <input type="checkbox"/> |                            |
|                          | Clerk's initials _____     |                          | Clerk's initials _____               |                          |                            |
| <input type="checkbox"/> | <b>Cash</b>                | <input type="checkbox"/> | <b>Check</b>                         | <input type="checkbox"/> | <b>M.O.</b>                |
|                          |                            |                          | # _____                              |                          | # _____                    |
|                          |                            |                          |                                      | <input type="checkbox"/> | <b>No \$ Pymt enclosed</b> |