CITY OF SAN ANTONIO
RESIDENTIAL DECAL PROGRAM

Name (Print) _____First_____
Street_____ Apt.# _____
City_____ State_____ Zip Code _____ Contact Phone: _____
Make_____ Model _____Year_____ Vehicle Lic.# _____
Color_____ State of Registration _____ Body Type_____

RULES AND REGULATIONS

1. Required documents: **proof of current residency, provide copy of lease agreement or proof of ownership. Include copy of vehicle identification number (VIN) and picture identification.**
2. A new application form must be submitted along with the decal fee of $20.00 to continue participation in the program. *(Note: At anytime, the department may ask to provide additional required documents.*
3. If the vehicle is sold or title is transferred, the decal will be replaced at no charge when returned; if decal not return, written notice is required along with the amount of decal fee. If a decal is lost, stolen or misplace, only one replacement decal will be issued within one year period along with the decal fee of $20.00.
4. Documented misuse or abuse of the decal will result in a suspension of privileges for a period not to exceed one year. **Examples**: Transferring decal from one vehicle to another without proper notice and/or excessive parking citations. Unauthorized transfer of decal may result in citation and impoundment of vehicle.
5. Vehicle is subject to citations and towing for overtime parking if parking exceeds for more than 20 minutes on a 30 minute Commercial Loading Zone.
6. Visitor Residential permit is subject to #'s 4 and 5 above.
7. **Only one decal and one visitor permit is allowed per address**.
8. It is the decal holder's responsibility to contact the Parking Division of any changes in vehicle status. Decal holder is responsible for renewal of decal. **Expiration date on decal serves as notice**.

I hereby fully read and agree to abide by the above rules and regulation.

Signature _____

Return application form along with appropriate documents to the Parking Division at 400 N. St. Mary's, Suite #100, San Antonio, Texas 78205. Include an additional $20.00 if you wish to purchase the Residential Visitors Permit.

Please check appropriate purchases which apply:

☐ **RESIDENTIAL DECAL $20.00** ☐ **RESIDENTIAL VISITORS PERMIT $20.00**

☐ **CERTIFIED MAIL DELIVERY $5.10**

Return application form along with appropriate documents to the Parking Division at 400 N. St. Mary's, Suite #100, San Antonio, Texas 78205.

FOR OFFICIAL USE ONLY

Residential Decal #_____ Date Issued _____ Expiration Date_____

Amount Paid _____ Cash/MO _____ Check# _____ Receipt#_____

VIN# _____

Residential Visitors Permit# _____ Date Issued: _____ Expiration Date_____

Article Number Certified Mail_____ ☐ **Transfer** ☐ **Replacement**

Approvals Signature: _____ **Date:** _____