



PARKING WAIT LIST APPLICATION

APPLICATION INFORMATION:

The Village of Glen Ellyn offers commuter and merchant permit parking. The Cashier's Office maintains a wait list for residents within the corporate boundaries of the Village only. The wait list is first come first serve. The current wait is three years for the first available spot. Spaces become available only when current permit holders do not renew their permit. This can make estimating a wait time difficult since we do not know how many people will relinquish their parking space. All of our lots are over sold by a percentage that is dictated by the police department. If you choose to relinquish your parking permit you are removed from our parking database. Should you desire another parking permit in the future you will be required to complete a new parking wait list application and the current applicable wait times will apply.

I am interested in:

_____ Resident Commuter Parking Permit _____ Merchant Parking Permit

Name: _____

Address: _____

Merchant Address (for merchant permit parking only):

First Available _____ or Desired Lot: _____

The Cashier's Office will contact you by phone, mail and email when a space becomes available for you. Please list the best numbers to reach you. If your numbers change please contact the Cashier's Office at 630-547-5235 to notify us.

Home Phone: _____

Work Phone: _____

Cellphone: _____

Email: _____

Comments:

BY SIGNING BELOW YOU HAVE AGREED TO THE FOLLOWING:

1. This will be my inception date for the parking wait list.
2. I am responsible to contact the Cashier's Office with any changes of my phone number, email and home address. Failure to do so can affect my opportunity to be contacted for permit parking.
3. If you are contacted for parking and do not reply; name will be taken off the wait list and will need to complete a new parking wait list application and a new inception date will apply.
4. A permit may be used by the person whom it is issued or to a member of his family residing in his household, except a permit issued to an employer within the village limits may be used by those employees. Permits may not be sold, assigned, lent, or otherwise transferred for use by any other person. The Village may temporarily prohibit parking in any lot.

Signature: _____ Date: _____

Please mail or fax this completed form to:
 Cashier's Office, 535 Duane St., Glen Ellyn IL 60137
 Phone 630-547-5235 Fax 630-469-1757