



WH MUNICIPAL PARKING

Town of West Hartford, 17 Isham Road, West Hartford, CT 06107
Ph: 860.561.8220. Fax: 860.231.8360. <http://west-hartford.com/parking>

Workforce Parking Program – Prepaid by Usage Monthly Parking Agreement

Applicant's Name:	Business Name:	Business Phone:
Email:	Business Address:	

TERMS & CONDITIONS AND CERTIFICATION

- Account and Access Cards Information:** The account may be initiated by the employer with 1 or more access cards at a prepayment rate of \$60 per card and a minimum balance rate of \$3 per card. When the account reaches a minimum balance, it will be replenished automatically for another prepayment amount. The account is not for reserved parking. The Town does not guarantee that space will be available for the user at all time.

# Access Cards:	Prepayment Fee:	Minimum Balance:
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- Workforce Parking Rate:** The parking fee is a flat rate of \$3 per visit for a maximum stay of 8 hours, available at Memorial and Isham garages: level 3 & 4 only. Candidates qualified for the workforce rate must earn a wage of \$15/hour or under. Each time a user uses the access card to park, \$3 would be deducted from the account. If parking duration were to exceed 8 hours, another \$3 would be added to the fee for every 8-hour increment.
- Payment Type:** Payments will be made automatically when the account reaches at or below the minimum balance. Payments will be done via Master Card or VISA. The sponsor of the account is obligated to provide updated information about the credit card in use.

Name on Card:	MC or VISA (circle 1)
CC#:	Expiration Date: Security Code:

- Closing Account:** The sponsor of the account is responsible to inform WH Municipal Parking of any changes regarding the status of the account and its number of access cards. There is no pro-ration or refund, once payment is made. To close an account, the sponsor would start with a request for the automatic payment process to be suspended. The account will remain active until its balance is completely used up. The sponsor will return all access cards to close out the account. Non-returnable card(s) will be subjected to replacement fee.
- Replacement Fee:** A fee of \$25 will be charged for the replacement of a lost, stolen or non-returnable card. The sponsor understands and agrees that a lost or stolen card may continue to be used until the Town is notified by the sponsor. The Town is not responsible for any charges which may be incurred as a result of a lost or stolen access card.
- Liability:** Those who participate in the program and use the access cards agree that neither the Town of West Hartford nor the West Hartford Center Special Services are responsible for any damage to the user's vehicle unless caused directly through their negligence. The Town and the West Hartford Center Special Services are not responsible for the loss of any personal property left on, in or about the user's vehicle regardless of cause.
- Termination:** The Town reserves the rights to terminate the agreement at any time in the event the user(s) violating the terms and conditions. In the event of a termination, any balance left on the account would be refunded to the sponsor. The Town may refuse to re-enter into another agreement with party whose prior contract has been terminated due to breach of terms and conditions.
- I hereby confirm that I have read this application, and agree with the terms and conditions set forth. Sponsor authorizes pre-payments and other fees as applicable and certifies that all information provided is true and accurate.

Signature of Applicant

Date

Signature of Town's Representative

Date

