



Borough of Chatham

54 Fairmount Avenue

Chatham, New Jersey 07928

Resident Parking Permit Application

(PLEASE PRINT)

Date Applied _____

Last Name _____ First Name _____

Address _____

Home Phone _____ Work Phone _____

Cellular Phone _____ E-Mail Address _____

	Make	Year	Color	License Plate	State
Vehicle #1					
Vehicle #2					
Vehicle #3					

In applying for a resident parking permit to park my vehicle(s) on a Chatham Borough street, I hereby state that I have read and understand the rules and regulations on the reverse side of this application. I further agree to comply with all parking rules and regulations. I also understand that if any of the information that I have listed on this form is false, the resident parking permit will be revoked immediately.

In addition, I understand that I could be charged with a violation of N.J.S. 2C:28-3(b)2. A person commits a disorderly persons offense if, with purpose to mislead a public servant in performing his/her function, they purposely create a false impression in a written application for any pecuniary or other benefit, by omitting information to prevent statements therein from being misleading.

Signature of Applicant _____ Date _____

Accepted Documents

(Check all that apply)

- NJ Driver's License
- NJ Vehicle Registration **(Required)**
- Vehicle Insurance Card **(Required)**
- Utility Bill (Electric, Gas, Telephone, Water or Cable) **(Required)**

Received By _____

FOR OFFICE USE ONLY

Amount Paid _____

Cash

Check # _____

Permit # _____

Date Issued _____

Approved Denied

Resident Parking Program

A resident parking permit is required if you would like to park on the street in front of your home in excess of the time limit applicable on your street. (Not to include overnight parking 139-08). Individuals wishing to apply for a resident permits can either pick up an application (**Appendix #3**) on the Main Level, room 205, of the Municipal Building at 54 Fairmount Avenue, Chatham, New Jersey, 07928, have one mailed or emailed or download the application from the Parking link of the Chatham Borough website. (www.chathamborough.org)

The Chatham Borough homeowner is required to turn the permit into the Utilities Clerk when they no longer reside within Chatham Borough and will be held responsible for any misuse of the permit. The permits are not transferable from homeowner to homeowner. If there is a change of address within the Borough, the resident is required to file a new application with the updated information, but does not have to obtain a different permit.

There is no limit to the number of vehicles you can register, but a copy of the registration and insurance card for **each vehicle** must be provided. All the vehicles in the program must be registered to the permit holder and proof of residency in the form of a current utility bill in the holder name must be also be included.

There will be a one-time administrative fee of \$ 10.00 for each parking permit.

Your completed and signed application, (no copied, scanned or emailed applications will be accepted or processed), required documents, your payment and a self-addressed stamped envelope can be mailed to the Municipal Building located at 54 Fairmount Avenue, Chatham, New Jersey, 07928, to the attention of the Utilities Clerk. The completed documents can also be returned in person during normal business hours in the Finance Office located on the Main Level, room 205 of the Municipal Building at 54 Fairmount Avenue, Chatham, New Jersey, 07928.

Once all the documents have been received, they will be forwarded to the Parking Enforcement Officer who will review and verify the documents. If the documentation is incomplete, the documents will be returned to the applicant along with a letter explaining what needs to be corrected or added.

The completed documents will be forwarded to the Chief of Police or his/her designee for approval and the parking hang tag will be mailed out.

Method of Payment

The Borough does not accept credit or debt cards, payment accepted by cash or by check only. If you are paying by check, please make it payable to the "Borough of Chatham".

Display Permit

Permits are to be hung from the rear view mirror, facing outward. No exceptions.

If the resident's primary vehicle is not available and another temporary, non-owned vehicle such as rental or loaner vehicle from a dealership is being utilized, the resident must notify the Chatham Borough Parking Enforcement Unit by phone at (973) 635-8000, extension 256. The following information is required; the make, model and color along with the license plate number and state. In addition they must provide the reason and time frame not to exceed (5) business days.