



ParkHouston

Administration & Regulatory Affairs Department
 2020 McKinney, Houston, TX 77003
 832.393.8690 – Office
 832.393.8646 – Fax
parking@houstontx.gov
 Monday-Friday 8am-5pm

METER BAGGING PERMIT APPLICATION

Use this form to apply for all meter bagging permits. Your completed application may be mailed, faxed or submitted in person to the Parking Management Division. Include payment by check or credit card with your application. **Persons wishing to park or close a lane due to construction during non-metered hours must contact PWE Traffic & Transportation Permits at 832-395-3020. All delinquent parking citations must be resolved prior to permit approval. Permits must be paid in full prior to meter being bagged. Submit your request at least 5 business days prior to service.**

Name: _____ Tel (office): _____ Cell _____
 Company Name: _____ Fax Number: _____
 Address: _____ Zip: _____
 E-mail: _____ Reason for Bagging Permit: _____

REQUESTED PERMIT

Start Date: _____ End Date: _____
 List the meter numbers that you would like to rent:
 Meter #: _____ Meter #: _____ Meter #: _____
 Meter #: _____ Meter #: _____ Meter #: _____
 Street: _____ Block: _____
 Street: _____ Block: _____

**Permits over \$50 will be assessed a \$28.50 Administration Fee*
***Permit requests not submitted within 2 business days of requested service date will be subject to a \$100.00 Expedite Fee*

	<u>Fee</u>	<u># of spaces</u>	<u># of days</u>	<u>Total</u>
Meter Bagging Permit (per space, per day)	\$17.10			
		*\$28.50 Administration Fee		
		**\$100.00 Expedite Fee		
		Total Fee		

I certify under penalty of perjury that the above information is true.

SIGNATURE OF APPLICANT: _____ DATE: _____

Payment Method:
 Cash Check Money Order VISA Mastercard Discover
 Credit Card# _____ Exp. Date: _____
 Name on credit card: _____