



## BOROUGH OF WEST CHESTER

401 EAST GAY ST  
WEST CHESTER, PENNSYLVANIA 19380

(610) 696 - 4521 PHONE

(610) 436 - 1330 FAX

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### PARKING SERVICES & ENFORCEMENT DEPARTMENT

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#### Resident Parking Permit Application Affidavit

Please Print Clearly

(Parents) Home Information:

Name:

Address:

Phone Number:

Date:

Vehicle Information:

Lic. #:

Make/Model:

Color:

Year:

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Application Affidavit:

I *Mr./ Mrs.:* \_\_\_\_\_ give the Borough of West Chester's Parking Department permission to issue a residential permit to my *daughter/son* \_\_\_\_\_, She/He resides at *Borough Address:* \_\_\_\_\_ and is driving the above referenced vehicle registered to *Mr./ Mrs.:* \_\_\_\_\_.

As the registered owner(s) of this vehicle I/(we) take co - responsibility w/ our Son/Daughter for paying all Borough parking tickets issued to this vehicles license plate number. Furthermore I hereby swear, under penalty of Law that the information on this affidavit is correct and that the applicant is a legal resident of the Borough of West Chester at the address above. Moreover, that the above referenced vehicle is insured and registered in the State of Pennsylvania.

Parents Signature:

Date:

Son/Daughters Signature:

Date:

## To purchase a Residential Parking Permit you **MUST** have:

- 1) A valid 'PA' vehicle registration with the resident's name appearing on it. No out of state vehicle registrations will be accepted.

If the vehicle is registered in the parent's name you will be required to bring in:

- a) A signed Resident Parking Permit Application Affidavit, which must be filled out and signed by the parent appearing on the vehicle registration.
- b) Proof that the student is insured to drive the vehicle. The insurance card must either show the student's name and vehicle **OR** a copy of the insurance policy must be shown with the student's name and vehicle appearing on it (declaration page). Each must show the policy number and current policy period dates.

The owner of the vehicle can only have a **parent/child** relationship.

- 2) Two current proofs of residency with the resident's name and Borough of West Chester address appearing on the item. The proofs must be dated within the past 60 days.

### 1. **REQUIRED** for Renters:

- a) Current Rental Lease (completely signed by **ALL** parties).
2. Additional proofs may include, but are not limited to, the following:
  - b) PA Driver's License.
  - c) Personal Check.
  - d) Voter Registration Card.
  - e) Utility Bill.
  - f) Bank Statement or Address verification (**with Bank stamp**).
  - g) WCU secondary address verification (**with WCU stamp**).

The following items are **NOT** acceptable:

- a) Letters mailed from home.
- b) Post cards.
- c) Magazines.
- d) Envelopes or packages.
- e) Junk mail.