



CITY OF SAN MATEO

DOWNTOWN MONTHLY PARKING PERMITS

RULES AND REGULATIONS

Monthly Parking Permit Rights: The purchase of a Monthly Parking Permit entitles the Customer/ Permit Holder to park one motor vehicle (identified by a unique license plate number) in the designated City of San Mateo garage or lot.

Permits are valid Monday-Saturday from 8am to 6pm. No overnight or long-term storage of vehicles is permitted in any City of San Mateo parking facility. The City's garages and lots are closed from 2am to 5am, and this permit is not an exception to the restriction on overnight parking.

No Guarantee of Parking Space: Parking is on a first-come, first-serve basis. Permit holders must park in 10-hour stalls only. The City of San Mateo makes no guarantee as to availability of spaces.

A Monthly Parking Permit Holder may assign up to two vehicles per permit, but only one of those vehicles will be valid on a given day. It is the Customer/Permit Holder's responsibility to manage multiple vehicles. Permit holder is responsible for updating any changes to vehicle information in the online permit system. Monthly permits are not transferrable.

Automatic Parking Permit Renewal: Permit Holders may choose to have the online permit system automatically charge the payment method on file on the 1st day of every month. Monthly parking fees collected via automatic renewal will not be refunded.

Termination: A Permit Holder may cancel monthly parking privileges at any time. Cancellations made prior to the end of the calendar month are not eligible for refunds. No credits, suspensions, or prorated charges will be issued for vacations, illnesses, early cancellations, or any other circumstances.

Notifications regarding payment or account status may be provided to the Permit Holder as a courtesy; however, it remains the Permit Holder's sole responsibility to ensure that payment is received by the 20th of each month. Monthly parking invoices must be paid in full by the 20th of the current month. If payment is not received by the 20th, the parking permit will be automatically canceled and the parking account deactivated. Once deactivated, the Permit Holder must reapply for parking privileges and, if applicable, will be placed at the end of any existing waiting list.

Waiting List: A customer will be placed on a "waiting list" for a City garage or lot if current permits are sold out for the specified location. The application indicates when a "waiting list" is in place at the requested garage or lot. Customers will be notified by email when space becomes available. Customers may purchase a permit at a different garage or lot while on a waiting list.

Monthly permits are only valid during the calendar month for which the customer has paid. There is no grace period.

Rates and parking availability are subject to change at any time by posting rates in the garages/lots or by other means of notification.

No Smoking: All City facilities are smoke-free.

Safety Notice: To reduce the chance of theft or damage, place personal items out of sight and lock the vehicle. Be aware of surroundings. All persons park at their own risk at all times and assume the risk of any injuries and damages.

Liability: City of San Mateo, and their employees, agents, and representatives are not and shall not be responsible for any theft or damage to individuals, vehicles, or property while in any garage or on any lot. No bailment of any type is hereby created. The terms and conditions of this parking permit program may change at any time.

All vehicles must be currently registered in the State of California to the permit holder with all current inspections that may be deemed necessary by the state in which the vehicle is registered.

All permitted vehicles must have two unobstructed vehicle license plates affixed to both the front and rear of the vehicle as required and defined by the California Vehicle Code. Permit holder may update vehicle information in the online permit system for newly purchased and resale vehicles with a temporary license plate number.

The issuance of a parking permit is a privilege and not a right. All permits are subject to review by any parking enforcement representative, community service officer, or police officer. Any parking permit maybe revoked at any time, for any reason, by the City or Police Department.

Any vehicles that park in violation of the San Mateo Downtown Parking Rules and Regulations will be subject to citation by the San Mateo Police Department.