



Monthly Lot Permit Parking Agreement
City of Orlando Parking Division

Lessor: City of Orlando Parking Division

Lessee: _____

Address _____

City _____ **State** _____ **Zip** _____

Phone Number () _____

Email _____

Office Use Only:

Account Number _____

Parking Lot: _____

Monthly Rate per Space: \$ _____
(plus tax)

Hangtag: _____

The Lessor hereby agrees to rent to the Lessee () parking spaces in the above Parking Lot in Orlando, Florida for the sole purpose of employee parking.

Monthly leases are based on the calendar month and lease fees are payable accordingly. Lease fees will be pro-rated at the inception of the Lease only, plus appropriate taxes.

Payment is due the 27th of the month, for the next month or subsequent months.

FAILURE TO MAKE PAYMENT PRIOR TO 5:00 PM OF THE 1st BUSINESS DAY OF THE MONTH WILL RESULT IN THE ASSESSMENT OF A LATE FEE, PER SPACE, IN ADDITION TO THE MONTHLY RENTAL. THE LATE FEES ARE AS FOLLOWS: 1 CARD (\$5), 2 TO 20 CARDS (\$40), 21 TO 49 CARDS (\$60), 50 TO 99 CARDS (\$100) AND 100 CARDS AND UP (\$125). VEHICLE(S) IS SUBJECT TO RECEIVING A PARKING VIOLATION NOTICE (S) SHOULD THE VEHICLE USE THE PERMIT DURING PAYMENT LAPSE. LATE FEE MUST BE PAID PRIOR TO THE NEXT PAYMENT CYCLE.

Rentals are payable monthly or in multiple month segments, and may be paid in person, or by mail. If paying by mail, include appropriate payment and the invoice. Make check or money order payable to the "City of Orlando". **DO NOT MAIL CASH.**

It is the Lessee's responsibility to insure that all necessary information is furnished to the Lessor when the Lessee is mailing payment to include but not be limited to: account holder name, account number, and lot name.

This lease shall be automatically renewed on a month to month basis, unless terminated by either party by giving written notice to the other at least one (1) week prior to the end of the month for which the spaces(s) have been paid for. Two consecutive months of non-payment will result in cancellation of the lease.

Cards or hang tags returned on or before the 15th of the month will be issued ½ month refund. No refunds will be given on cards or hang tags turned in after the 15th of the month.

All vehicles parking in a City Lot require a hang tag. Hangtags must be placed on the rearview mirror while parked in a City lot. Parking in a City lot without the appropriate hangtag may result in a parking violation notice being issued.

Lost or stolen access cards, hang tags or decals must be reported to the Lessor immediately. The cost to replace an access card or hang tag is a \$10.00 **non-refundable deposit** due upon issuance. The cost to replace a decal is \$10.00.

**The lease allows for parking in the Lot:
Monday through Friday between 6:00 a.m. and 6:00 p.m. (City holidays excluded).**

All lessee information including mailing address and vehicle registration must be updated with the Parking Division within 30 days of change. A valid vehicle registration must be on file at time of access card/hang tag issuance. Any vehicles using an access card or hang tag using a without valid registration on file may be issued a parking violation notice.

Vehicles cannot be stored in the Lot and must be removed from the Lot each 24 hour period. Parking spaces are not reserved or assigned but are available on a first come first serve basis.

Lessee shall park no vehicles on Lot for storage of vehicles that have been serviced or planned to be serviced.

Lessor reserves the right to change rental rates as of the first day of the calendar month by giving thirty (30) days written notice to Lessee at the Lessee's address on file.

The Lessee agrees to, and shall indemnify and serve harmless, the Lessor from and against any and all kind and nature arising or growing out of or in any way connected with the use, occupancy, maintenance, or control of the demised premises by the Lessee or *his* agents, employees, customers, patrons, or invitee, or arising out of, or in any way connected with, the operator or any act of omission of Lessee or his agents, employees, customers, patrons, or invitee, whether on or off the property of any kind or nature whatsoever sustained during the terms hereof, in or about the demised premises. In addition, Lessee agrees that Lessor shall not be liable to Lessee for any loss or damage to any vehicle(s) on the demised premises and/or the contents of said vehicle(s) caused by fire, theft, vandalism, explosion, strikes, and riots or by any other cause beyond the control of the Lessor.

Both parties expressly agree that this Lease in no instance creates the relationship of bailer and bailee between Lessor and Lessee.

Dated _____ 20 _____

Lessor
City of Orlando
Parking Division
53 West Central Blvd.
Orlando, FL 32801

Lessee Signature

Rev 1/19 vjt