Department of Public Works
211 Walnut Street, P.O. Box 426, Neenah, WI 54957-0426
Phone: 920-886-6240 Fax: 920-886-6250

March 22, 2017

Dear Prospective Parking Permit Holder,

As sales for parking permits open next week Monday (March 27th), I wanted to give you an update on the transition to digital permits. For this upcoming permit period, permit fees will now be at their new rate: $22/month or $66/quarter and the city will be issuing hanger permits from the Treasurer's Office at City Hall (211 Walnut Street), as usual. However, the permit registration form on the back of this page will need to be completed in order to obtain a permit.

Listed below are some responses from questions we've received thus far about permit registration:

- When the city transitions to digital permits in mid-April, your parking permit will then be the license plate(s) you register with the city instead of the window hanger.
- You can register up to 3 vehicles. However, keep in mind that each permit covers only one vehicle at any given point in time. So if you're sharing a permit, just make sure you're both not parked in the permit zone at the same time.
- If you've accidentally filled in your ex-mother-in-law's minivan's plates – no worries, we've got you covered! You can pick up fresh copies of the permit registration form at Future Neenah (135 W. Wisconsin Avenue), in the Treasurer's Office at City Hall (211 Walnut Street), or online at neenahgov.org/parking-permits.
- Some folks have asked if motorcycles need to be registered. Our answer: only if you intend to park it in a parking space. Otherwise, you're welcome to show off your ride in the crosshatched areas – as long as it is not adjacent to a handicap parking stall or within a loading zone.
- If you've got questions on how the city will manage permit information, you can check out the privacy policy online at neenahgov.org/parking.
- If you are purchasing a 2nd quarter permit, the hanger permit will only be valid through April 30th. After then, hangers will carry no value.
- Until we get the online app up and running (late April/early May), if you get new wheels or if you're temporarily driving grandma's station wagon due to unfortunate circumstances, just contact me and we'll update your records.

If you have any questions, feel free to contact me. Otherwise, don't forget to write down those license plates when you're at your car!

Thanks for your cooperation,

James Merten
City Traffic Engineer
920.886.6243 jmerten@ci.neenah.wi.us

Downtown Neenah Parking Permit Registration

Applicant Information

Name:		
Current Address:		
City:	State:	ZIP Code:
Please indicate your reason of need for the parking permit:		
☐ Resident		
☐ Employee	Employer:	
☐ Other	Indicate Purpose:	

Contact Information

Telephone:	Ext:	☐ Work	☐ Personal

Notifications From time to time, there may be maintenance or special events that might hinder parking availability or access through the downtown. In these cases, the city offers notifications for alternative routes or parking locations. Please select if/how you would like to receive the notifications: *(Please note if you choose text message, message and data rates may apply from your provider.)*

☐ E-mail	Email Address:	
☐ Text Message	Cell Phone:	☐ Same as Telephone (Above)
☐ Both (Indicate Information Above)		
☐ Neither		

Vehicle Registration

Vehicle 1			
License Plate:	Year:	Make:	Model:
Vehicle 2			
License Plate:	Year:	Make:	Model:
Vehicle 3			
License Plate:	Year:	Make:	Model:

Permit Options

Permit Location		
☐ Red Permit (City Hall/Walnut Lots)	☐ Blue Permit (Presbyterian Lot)	☐ Green Permit (Church St Ramp)
Permit Period		
☐ Month Permit	☐ Quarter Permit	☐ Annual Permit

Office Use Only

Date:	Amount Paid:	Permit Number:	Initials: