



Transportation, Traffic and Parking Department

City of New Haven

Office Located at:
200 Orange Street, G3
New Haven, CT 06510

Toni N. Harp
Mayor

Doug Hausladen
Director

METER BAG REQUEST FORM

PLEASE EMAIL REQUEST TO PARKING@NEWHAVENCT.GOV

There is a 5 DAY MINIMUM NOTICE REQUIRED TO GUARANTEE A RESERVATION. A NOTICE LESS THAN 5 BUSINESS DAYS MAY RESULT IN YOUR APPLICATION BEING DENIED.

PLEASE NOTE: The need for reserved parking at a location must be demonstrated at the time of the application in order to obtain meter bags. You will be notified if there are any issues or questions about your request. If you do not receive a notification from our office regarding the request, then you can pick up the bags at our office **the business day before usage from 2 PM-5 PM**. Please return bag **before 11 AM** avoid being charged for an additional day of usage.

COMPANY/RESIDENT NAME: _____

PHONE: _____ EMAIL: _____

COMPANY/RESIDENT ADDRESS: _____

DATES BAGS NEEDED: _____ LENGTH OF USE: _____

LOCATION TO BE USED: _____ NUMBER OF BAGS REQUESTED: _____

METER NUMBERS: _____

REASON FOR USE: _____

PERMIT NUMBER (IF APPLICABLE): _____ COMPANY ID: _____

NAME OF PERSON PICKING UP BAGS: _____

BAG NUMBER(S): _____ SIGNATURE: _____

DAY STAMP ORDER PICK UP

The Meter bag rental fee is \$20.00 per bag per day and will be billed on a basis of a six (6) day week (Sunday and Holidays are excluded). A deposit of \$50.00 per bag is required in advance. This deposit shall be forfeited if the bag is not returned for any reason, or if the bag is destroyed. A \$50.00 fee will be charged for lost or damaged bags and a \$15.00 fee will be charged for lost or damaged locks. A \$10.00 fee is charged for a lost or broken key. A late fee of \$50.00 per bag will be assessed for every 120 days that an account is past due.

NEW HAVEN IT ALL HAPPENS HERE