



INCORPORATED VILLAGE OF LINDENHURST EMPLOYEE (“E”) PARKING PERMIT APPLICATION

The undersigned, pursuant to provisions of the Village Code, is either an Owner or Manager of the business listed below. I understand that Employee (“E”) Parking Permits are for the exclusive use of Employees of the business listed below and if “E” Permits associated with this business are utilized by non-Employees that they are subject to fines and my “E” parking permit(s) may be revoked without compensation. I agree that “E” permits will only be issued to Employees that have certified that the vehicle in which the “E” Permit will be displayed is properly registered and insured and that the Village of Lindenhurst shall not be liable for any loss or damage to any motor vehicle or its contents by fire, theft or any other cause while said vehicle is parked in any Village owned or regulated parking space and I agree to abide by provisions of the Village Code and the various Parking Rules and Regulations.

Signature: _____ Date: _____

Print Name: _____

Phone: _____ Email: _____

Business Name: _____

Business Address: _____

FEE SCHEDULE (PER PERMIT)	
\$75.00	If Purchased Between 1/1 and 3/31
\$56.25	If Purchased Between 4/1 and 6/30
\$37.50	If Purchased Between 7/1 and 9/30
\$18.75	If Purchased Between 10/1 and 12/15
Permits Are Valid Until 12/31 in the Year issued	

REQUIRED DOCUMENTS FOR NEW APPLICATIONS
Copy of Your Driver’s License
Copy of Your Vehicle Registration

NUMBER OF PERMITS REQUESTED:

AMOUNT ENCLOSED:

INSTRUCTIONS

1. If you are mailing in the application/payment, please make checks payable to “Village of Lindenhurst” and submit or mail with completed application and required documents to Lindenhurst Village Hall; 430 South Wellwood Avenue; Lindenhurst, NY 11757. Do not mail cash! Permits can be applied for in-person at Village Hall, Monday – Friday from 8:00 AM to 3:30 PM.
2. Incomplete or non-accepted applications and checks will be returned to the applicant / address listed on application.

OFFICE USE ONLY	
Amount Paid	Account Number
Cash	Permit Number(s)
Check Number	Date Issued
Last 4 Credit	Issued By

FREQUENTLY ASKED QUESTIONS / ADDITIONAL INFORMATION

What is an “E” Parking Permit? An “E” parking permit allows individuals who are employed in Downtown Lindenhurst to park in 101 “E” Permit eligible parking spaces in Downtown Lindenhurst. Vehicles displaying an “E” Permit are not subject to posted time limits and do not have to pay the meter if the “E” space is metered.

What do “E” Permits look like? “E” Permits are “Hang Tags” that must be displayed / hung from the vehicle’s rear view mirror when parked in an “E” Permit space. The permit will include the permit number and permit expiration date.

Where are the “E” Parking Permit parking spaces located? “E” Permit spaces are identified by green painted lines and signage in the Village parking lots or stickers on meter poles of eligible on-street metered spaces. The following table identifies these lots and on-street spaces.

<i>Parking Lots:</i>	# of Spaces	Location of “E” Spaces	“E” Spaces Identified By
School Street Lot (corner of School and W. Hoffman)	11	Northwest section of lot	Green Lines & Signage
High Street Lot (corner of High and E. Hoffman)	4	Southwest section of lot	Green Lines & Signage
S. 1st Street Lot South (between Gates & Hoffman)	5	Northwest section of lot	Green Lines & Signage
Trestle West (under RR trestle near School Street)	20	Betw. School & Broadway	Green Lines & Signage

<i>On-Street Metered Spaces:</i>	# of Spaces	Location of “E” Spaces	“E” Spaces Identified By
W. Hoffman Ave. (24HR meters west of Wellwood)	14	North side of street	Stickers on Meter Poles
E. Hoffman Ave (24HR meters east of Wellwood)	34	North side of street	Stickers on Meter Poles

What if a vehicle displaying an “E” Permit is parked in a space that is not “E” Permit Eligible? The vehicle will be subject to posted parking time limits and/or parking meter fees just like all the other vehicles.

What if all the “E” Permit spaces in a particular parking lot are full? The Village will limit “E” Permit sales but cannot guarantee that an “E” Permit spaces will always be available. In these cases it is recommended that “E” Permit holders seek parking in an alternate “E” Permit location. There are 88 “E” Permit Eligible parking spaces located throughout Downtown Lindenhurst.

What if one of my E-Permits is damaged or lost? Bring damaged “E” Permits to the Village Clerk’s office and they will issue you a replacement permit at no additional cost. Lost “E” Permits, unfortunately, cannot be replaced and the fee is non-refundable.

How do I obtain an “E” Permit? On-line and Mail-in applications are available at www.villageoflindenhurstny.gov/departments/administrative-office/parking-permits/. “E” Permit applications are also available at Village Hall.



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