



Parking Permit Terms and Conditions

Village Clerk's Office

1001 Post Road, Scarsdale NY 10583

914.722.1175 / clerk@scarsdale.com

General Terms and Conditions – Applicable to all Parking Permits

- No permit shall be used concurrently on two or more vehicles under any circumstance.
- Persons with an unpaid parking violation are prohibited from applying for or receiving a permit.
- Purchase of a parking permit does not guarantee the permit holder a daily parking space.
- The Village of Scarsdale is not liable for any loss or damage to any motor vehicle or its contents while parked in any public parking area.
- The Freightway Garage Roof, Beatty Lot, Scarsdale Avenue Lot, and Station Premium Lot are all subject to the [seasonal overnight parking ban](#).
- If a permit holder wishes to cancel a permit, a pro-rated refund *may be available*. No refunds are available for Scarsdale Avenue Meter Permits. Other refund requests are issued on a pro-rated monthly basis for a \$10.00 processing fee.
- Refunds will be issued based on the date of the refund request, valued at the number of months remaining. A refund of the current month is available if the permit is returned by the 5th day of the month.
- The Village may revoke a permit without refund for violation of a term governing its use.

Permit Application Submittals

The application period begins 9:00 AM on Thursday, September 01, 2022. Applications may *only* be submitted by mail or the Village Hall drop-box. The name of the permit type being requested must be written on the front of the envelope in the lower left-hand corner. No in-person applications will be accepted. Permits are sold on a first-come, first-serve basis, as determined by the timestamp applied to the envelope upon receipt in the Village Clerk's Office.

Mailed permit applications should be sent in a business size envelope to:

Village Clerk's Office
Village of Scarsdale
1001 Post Road, Scarsdale, NY 10583

Fees are accepted by check or money order, only. Application forms list other required documentation.

For the Merchant Lot and Christie Place Permits, a maximum of two permits per applicant are allowed; submitting more than two applications per applicant disqualifies *all* applications. For all other permit types, the Village will accept more than one application/permit per household.

Once the maximum number of permits has been reached for any permit category, unsuccessful applicants will be placed on a wait list, which remains in effect until the 2023 sales in September 2023. Each such applicant is promptly notified of their status and their payment is returned. The first applicant appearing on the wait list will have the first chance to secure a permit, should one become available, and on down the list as additional permits may become available.

Permit applicants and those issued permits should note that criminal penalties may be imposed pursuant to NYS law for providing false information in connection with a permit application and/or fraudulent use of a permit that has been issued.