

**Village of Chagrin Falls  
Parking Permit Application**

Please read attached regulations before filling out the form.  
Completed applications must be returned to the Chagrin Falls Police Department.

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_ Home Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Employer: \_\_\_\_\_

Employer Address: \_\_\_\_\_

Employer Phone #: \_\_\_\_\_

You may list up to two vehicles that the permit applies to.

Vehicle #1

License Plate #: \_\_\_\_\_ State: \_\_\_\_\_ Exp. Year: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Vehicle #2

License Plate #: \_\_\_\_\_ State: \_\_\_\_\_ Exp. Year: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

I have read and I understand the regulations governing Village issued parking permits.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For Office Use Only:

Date application received: \_\_\_\_\_

Permit # Issued: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Issued By: \_\_\_\_\_

May 1 – October 31

November 1 – April 30

## Regulations Governing Village Issued Parking Permits

1. Anyone who works in the Village may apply for a permit.
2. All permits are issued by the Chagrin Falls Police Department.
3. All permits will be issued on a first-come, first-served basis.
4. A parking permit does NOT guarantee a parking space.
5. The permit must be displayed by hanging it from the rearview mirror so that it is visible through the windshield of the vehicle. Failure to properly display the permit is not a valid defense to a ticket.
6. Each permit will be valid for a period of six months. (May 1-October 31 and November 1-April 30)
7. Each permit holder may register up to two vehicles on a permit. The permit shall be displayed on only one vehicle in a permit spot at a time.
8. Permits will not be issued for any vehicle that has unpaid parking tickets.
9. Permits are only valid for Village leased parking spots, they are **NOT** valid for permit spots in the shopping plaza.
10. It is the permit holder's responsibility to renew their permits. No reminders will be mailed.
11. Lost permits are replaced at the permit holder's expense.

Village leased permit spots:

River Street:

10 spots

Available Monday through Friday 7:00 a.m. – 5:00 p.m.

Federated Church:

10 spots

Available Monday through Saturday

Lot is subject to closure for special events.

Chagrin Valley Lutheran Church:

26 spots

Available Monday through Saturday 10:00 a.m. – 02:00 a.m.

Lot is subject to closure for special events.

