

**PARKING AGREEMENT**

SLOT #

I agree to the following terms and conditions:

- 1) I will provide and maintain a valid Louisiana Driver's license.
- 2) I will provide and maintain a current registration and liability insurance on the vehicle to be parked in the garage.
- 3) If I park in any slot in any row of the center section of any floor of the garage, I understand that I must make cooperative arrangements with the owners of the vehicle blocking ingress/egress to move their cars.
- 4) In using the City Hall Parking Garage, I understand that if I cause any damage to a vehicle or person, I **AM COMPLETELY LIABLE FOR ANY DAMAGES WHICH MAY OCCUR.**
- 5) I will park in my **assigned space only.**
- 6) I will not use the "man lift" at any time. (It is for garage personnel use only.)
- 7) I will not exceed 5 miles per hour at any time.
- 8.) I understand that I must adhere to ALL terms and conditions of this parking agreement. My failure to do so may result in the towing of my vehicle and/or loss of my parking privilege.
- 9.) I understand that my magnetic parking swipe card is non- transferable.

**NOTE**

Should another vehicle park in your numbered parking slot or in the aisle preventing ingress or egress to your assigned slot, please notify the Parking Garage Administrator at (504) 658-3600 to report the problem.

There is no valet parking in the City Hall Garage for employees or visitors.

**Under no circumstances will the City of New Orleans be responsible for the loss of any property within any vehicle or for damage to or loss of any vehicle.**

**VEHICLE INFORMATION**

Any changes in personnel or vehicle must be reported, in writing, to the Department of Property Management, Room 5W08.

Name \_\_\_\_\_

Department Name & Division: \_\_\_\_\_

Office Phone Number: \_\_\_\_\_ Vehicle License Number: \_\_\_\_\_

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

Date: \_\_\_\_\_ Signature: \_\_\_\_\_