

REQUIRED DOCUMENTATION FOR GARFIELD RESIDENTIAL PARKING PERMITS

- 1. VALID NJ DRIVER'S LICENSE** WITH CURRENT GARFIELD ADDRESS (NO PO BOX ADDRESS)-ONLINE MVC UPDATE ACCEPTED ALONG WITH VALID LICENSE
- 2. VALID REGISTRATION** WITH CURRENT GARFIELD ADDRESS (NO PO BOX ADDRESS)-ONLINE MVC UPDATE ACCEPTED ALONG WITH VALID REGISTRATION
- 3. VALID INSURANCE CARD** WITH CURRENT GARFIELD ADDRESS (NO PO BOX ADDRESS)
- 4. CURRENT PROOF OF RESIDENCE** WITH NAME & ADDRESS OF RESIDENT/REGISTERED VEHICLE OWNER, DATED WITHIN 60 DAYS OF THE CURRENT DATE
 - (PO BOX ADDRESSES ARE NOT ACCEPTED).
 - PSE&G AND OPTIMUM BILLS MUST BE THE ENTIRE FIRST PAGE, SHOWING BOTH MAILING AND SERVICE ADDRESSES AS THEY MUST MATCH.

ACCEPTABLE DOCUMENTS FOR PROOF OF RESIDENCE ARE (PDF VERSION REQUIRED WHEN USING PAPERLESS BILLING):

PSE&G BILL (ENTIRE FIRST PAGE), OPTIMUM BILL (ENTIRE FIRST PAGE) OR INSTALLATION CONTRACT, FIOS BILL OR INSTALLATION CONTRACT, DIRECT OR DISH TV BILL, PHONE BILL, IRS STATEMENT, FAMILY CARE/SOCIAL SERVICES NOTICE, MEDICARE/MEDICAID STATEMENT, LIFE/HEALTH INSURANCE BILL, PENSION/401-K STATEMENT, MEDICAL/HOSPITAL BILL, STUDENT LOAN BILL, CREDIT CARD BILL, BANK STATEMENT OR BANK LETTER.

THE FOLLOWING WILL NOT BE ACCEPTED AS PROOF OF RESIDENCE AND MAY RESULT IN THE DENIAL OF YOUR APPLICATION:

TAX, WATER OR SEWER BILLS, MORTGAGE STATEMENTS, DEEDS, CERTIFICATE OF OCCUPANCY, CAR INSURANCE BILLS, CAR PAYMENT BILLS, PASSPORTS, JUNK MAIL, E-Z PASS STATEMENTS OR NOTICES, COURT NOTICES, APARTMENT LEASES, CHECKS, EMAIL SCREENSHOTS, PSE&G DASHBOARD PRINTOUTS/SCREENSHOTS, OR POST OFFICE CHANGE OF ADDRESS LABELS OR NOTICES.

- 5. A DWELLING CERTIFICATE** MUST BE ON FILE WITH THE FIRE PREVENTION BUREAU IN ACCORDANCE WITH CITY ORDINANCE #2213 BEFORE A PARKING PERMIT APPLICATION CAN BE SUBMITTED. NEW RESIDENTS MAY NEED TO EMAIL A COPY OF THEIR ENTIRE SIGNED LEASE THAT SHOWS THE NAMES OF ALL OCCUPANTS TO THE [FIRE PREVENTION BUREAU](#) TO OBTAIN OR APPLY FOR A DWELLING CERTIFICATE. THE NAMES OF ALL OCCUPANTS OF THE APARTMENT (ADULTS AND CHILDREN WITH AGES, IF APPLICABLE - NOT JUST DRIVERS OR VEHICLE OWNERS) IS REQUIRED. IF YOU DO NOT HAVE YOUR COPY, PLEASE CONTACT THE FIRE PREVENTION BUREAU AT [973-340-2000](tel:973-340-2000) x4045. FAILURE TO PROVIDE THE PROPER CERTIFICATE MAY RESULT IN THE DENIAL OF YOUR APPLICATION.
- 6. A LEAD-BASED PAINT CERTIFICATION** MUST BE ON FILE WITH FIRE PREVENTION AS REQUIRED BY THE STATE OF NEW JERSEY.

ALL THE ABOVE LISTED DOCUMENTS MUST REFLECT THE CURRENT GARFIELD ADDRESS AND MUST BE PROVIDED BEFORE A RESIDENTIAL PERMIT APPLICATION CAN BE APPROVED. DETAILED INFORMATION REGARDING GARFIELD RESIDENTIAL PARKING PERMITS AND IMPORTANT LINKS THAT MAY HELP WITH OBTAINING YOUR PARKING PERMIT CAN BE FOUND ON OUR WEBSITE AT [HTTPS://WWW.GARFIELDNJ.ORG/DEPARTMENTS/PARKING-PERMIT-REGISTRATION](https://www.garfieldnj.org/departments/parking-permit-registration)

ANY VEHICLE THAT DOES NOT HAVE AN ACTIVE PERMIT IN THE PASSPORT PARKING PROGRAM, INCLUDING APPLICATIONS SUBMITTED AFTER NORMAL BUSINESS HOURS (NIGHTS OR WEEKENDS), OR FOR ANY APPLICATION PENDING FOR APPROVAL, WILL NEED TO PURCHASE AN **OVERNIGHT PERMIT** TO AVOID A SUMMONS. THE COST FOR THIS PERMIT IS \$5.00 AND EXPIRES AT 6AM DAILY. OVERNIGHT PERMITS ARE PURCHASED AT PPPRK.COM (OR DOWNLOAD THE PASSPORT APP FROM [GOOGLE PLAY](#) OR THE [APP STORE](#)). ENTER ZONE **86200** WHEN PROMPTED. THIS NUMBER IS SPECIFIC TO GARFIELD, NJ.