



METER BAG PARKING AGREEMENT

"C" Commercial Vehicle

Issued by:

Company Name: _____ Billing Address: _____

City: _____ State: _____ Zip: _____ Authorized Rep: _____

Meter #s: _____

Begin Date: _____ End Date: _____ End Time: _____

To be used for: _____ Street Names: _____

License Plate(s): (initials required if plates n/a) _____

Email: _____ Contact Phone: _____ Paid Amt:\$ _____

Company's Authorized Signature

Same-day Fee Applies Cost (\$25 per space)

The authorized signature hereby affirms their authority as a representative of the above stated company to enter agreement for use of meter bags with PCI Municipal Services. The company agrees to comply with the program requirements stated below, which may change from time to time under the direction of the Ann Arbor Downtown Development Authority (DDA).

PCI Municipal Services uses DDA guidelines for issuance of any meter bags, and requires forty-eight (48) hour notice. The named company agrees to pay PCI Municipal Services according to the Terms of Payment program. Same-day meter bag requests will be subject to an additional \$20 fee per space and contingent on availability of staff to process your contract. You must be parked in the space prior to requesting the space(s); towing from same-day spaces is prohibited. Meter bag contracts must be submitted with payment information and must be received by PCI Municipal Services by 3pm on the weekday prior to the meter bag contract start date. Contracts received after 3pm will be considered same day requests. Fulfillment of all meter bag requests will depend upon meter availability. Please be advised a request for meter bag service is not guaranteed and you must receive written approval of your request.

Commercial Vehicles Program Requirements

1. Requests must comply with the DDA policy for meter bag issuance (see back). Only commercially licensed vehicles may utilize spaces reserved with the meter bags (commercial license plates typically have two letters followed by 4-5 numbers).
2. Meter bags approved over extended periods must arrange acceptable payment terms with RPS/DDA; advance payment is required. Accounts with negative payment history will be denied use of meter bag system and parking.
3. City of Ann Arbor on street parking ordinance prohibits any parking between 3 a.m. and 6 a.m. Monday—Saturday, on most streets. Check with the City for more details and up to date ordinances.
4. Towing: PCI Municipal Services and the DDA are not responsible for violators of leased parking spaces. It is the leaseholder's responsibility to initiate, perform, and authorize removal of unauthorized parking violators during term of meter bag lease. Meter covers must have been installed by 6:00 a.m. on any given day in which the tow is being performed. To request towing of a vehicle at your meter space(s), contact the City of Ann Arbor police dispatch at 734-994-2911. DO NOT CALL PCI MUNICIPAL SERVICES OR THE ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY TO REQUEST TOWING. The authorized parker must sign and acknowledge the Towing Consent Form, provided by the city enforcement staff, indemnifying the DDA and PCI Municipal Services if any vehicle is found to be wrongfully towed or damaged in this process.
5. Meter bag covers may be removed on the end date at the time noted above, but no later than the following day prior to 6 a.m. If meter bag removal is not possible because the space is still in use/obstructed there will be an additional daily meter bag fee for each day until the meter bag can be removed.
6. Any prohibited use of the City meter bag covers may result in ticketing, impoundment of vehicle(s), and revocation of use determined at the discretion of PCI Municipal Services.
7. Meter bag extensions must be submitted as a new contract by 3pm on the weekday prior to the new meter bag contract start date and are subject approval and availability.

Terms of Payment

Meter bag leases are paid in advance upon contract execution, in advance of use for the period of time which is being requested. For extended meter bag leases of more than thirty (30) days, a minimum payment of one month is required. For any unpaid or delinquent account, a \$20 late fee will be assessed per month for each meter bag reserved. Any account not meeting the terms and conditions may be cancelled immediately. The firm/person hereby accepts responsibility for any cost associated with the collection of this debt and outstanding fees. Payment can be made in person at the Maynard St. garage office, or by phone using an accepted credit card. Parking rates may be changed by issuing not less than seven days advance written notice.

Cancellation

PCI Municipal Services may terminate this agreement and take immediate possession of space without liability or notice for failure to comply with payment terms, improper use or compliance with the program requirements, or as required due to changes in facility operation. Authorized party may terminate this agreement by issuing written notice of change to PCI Municipal Services. Refunds may be processed after review of the account status and issued on a prorated basis in conjunction with the date of termination as determined by RPS. All meter bag cancellation requests must be submitted in writing prior to 3pm on the weekday before the meter bag contract start date. All cancellations will incur a \$10 service fee per space cancelled. Services fees will deducted from any refund amount due. Cancellation requests submitted after the 3pm deadline on the weekday prior to the meter bag contract start date will not eligible for any refund consideration.

IMPORTANT NOTICE—EXCLUSION OF LIABILITY: The authorized company has permission to use only the designated space(s) issued on this agreement and assumes all risk of loss or damage to property/contents resulting from theft, vandalism, fire, personal injury, flood, other "acts of God," including death, which is attributable to the negligence/unlawful conduct of a third party, or any other causes whether or not under the control of PCI Municipal Services, the Ann Arbor Downtown Development Authority, or the City of Ann Arbor.

DDA Meter Bag Issuing Guidelines

Statement:

Downtown vitality is dependent on the availability of convenient hourly parking spaces, and for this reason the DDA discourages the use of meter bags except when absolutely necessary. The provision of meter bags will be provided in support of those activities that complement the DDA's mission to strengthen the downtown and attract new private investment.

Commercial meter bag criteria:

1. The meter bag rental will provide a direct tangible service to the property owner/tenants and/or City.
2. Only commercially licensed vehicles may utilize spaces reserved with these bags.
3. Any space unoccupied for more than 48 hours may lead to the meter bag being revoked.
4. The request for meter bags must be made by the event organizer/coordinator.
5. The meters occupied should be the closest to the premises where the work is being performed.
6. The DDA, through its contractor, reserves the right in its sole and absolute discretion to make the final determination of which the meters will be rented in any situation.