

2011 #1 4/27/11

CITY OF NEWBURYPORT



Office of Parking Clerk
City Hall
P.O. Box 550
Newburyport, MA 01950

April 29, 2011

Resident
City of Newburyport
Massachusetts

Re: Residential Parking Permits for Downtown Lots

Dear Resident,

The City of Newburyport is introducing paid parking in six downtown lots. As a resident you are entitled to a discounted, annual parking lot permit. You need to apply for it by using the application form on the reverse side of this letter.

This form must be filled in and mailed to the clerk's office at the address above. Please note that you should follow the instructions that require you to include a copy of your vehicle registration and proof of residence along with the fee (if applicable) and a self-addressed stamped envelope.

We are requiring that you apply through the mail so that we may process your permit quickly and efficiently. We will return the permit to you within 21 days of receipt.

Also, please find enclosed a flyer that has a map of the six parking lots downtown that will become paid parking lots on or about May 9, 2011. Also on this flyer you will find information about the lots, times of operation, use of the residential permit and more.

There is more information about the parking program on the city's website: www.cityofnewburyport.com/parking and there is an explanatory video on the local cable station, Port Media channel 9. We thank you for your cooperation.

Very truly yours,

Richard B. Jones, Parking Clerk
City Hall, PO Box 550
60 Pleasant Street
Newburyport, MA 01950

RBJ/me