

CITY OF WHITEFISH EMPLOYEE PARKING PERMIT PILOT PROGRAM TERMS AND CONDITIONS

For the purpose of the Agreement, UpSafety is the parking service provider that has been authorized to host the Employee Parking Permit Pilot Program for the City of Whitefish, Montana (hereafter the “City”) which manages daily parking operations.

Intent of Employee Parking Permit Program: The intent of the Employee Parking Permit Program is to provide all-day parking for local business owners and their employees and to improve on-street parking availability in the downtown core for customers.

Permits are valid at the following parking lot locations:

- Public parking lot south of the Library (West side of lot)
- 1st and Spokane parking lot
- Uncovered lease parking of the Parking Garage (3rd level/top deck)
- 3rd Street and Central avenue

Employee Parking Permit License and Transferability: The purpose of an employee parking permit entitles the Permit Holder to a license to park a motor vehicle (identified by a unique license plate number) in the designated City surface lots. Purchase of a partial month will not be prorated. No deductions or allowances from the monthly rate charged will be honored for any day(s) on which the vehicle is not parked in the designated City surface lots. Permits may be assigned or transferred, but no refunds shall be given for less than a month’s usage for vacations, illnesses, cancellations, relocation, or other contingencies.

Permit Hours: The Employee Parking Permits are valid from 6:00 a.m. to 6:00 p.m., Monday through Friday (excluding City Holidays). During other times, parking is open to the public, free of charge. Permit Holders may continue to occupy a space after permit hours’ end. (See No Long-Term Storage below).

Permit Fee: Payment of the permit fee must be received and acknowledged by UpSafety before the potential permit holder will be issued a parking permit.

Permit Holder and Vehicle Information: Every Permit Holder must complete the UpSafety registration and application process before being granted parking privileges. The Permit Holder must promptly revise their UpSafety information from that provided in the original application if there are changes.

Form of Parking Permit: Upon completion of the UpSafety registration process, and receipt of the permit fee that is due (if required), the Permit Holder will be issued, via email, a confirmation registering the requested license plate.

No Guarantee of Parking Space: Parking in the City's surface lots will be open to permit holders and the public and is on a first-come, first-served basis. Despite the purchase and presence of a valid parking permit, a permit holder is NOT guaranteed that a parking space will be available in the designated permit lots. The City will take enforcement measures against illegal parking, but such enforcement may not be immediate. Further, the City reserves the right to sell more parking permits than the number of surface lot spaces available to maximize use of the City surface lots.

Payment Terms: Payment of the permit fee is due and payable on or before the first day of each term or as established on the UpSafety website.

Acceptable Forms of Payment: Payment of the permit fee may be made via the UpSafety payment center by credit or debit card. A parking permit will be issued to the Permit Holder via email by UpSafety as soon as the credit/debit card payment has been authorized and accepted. To pay by personal check or cash, come to the Cashier/Information Desk on the first floor of the City Hall at 418 East Second Street, 406-863-2400 option 1.

Automatic Parking Permit Renewal: A Permit Holder may elect to have their permit automatically renewed on a term-to-term basis. Automatic renewal will be permitted only if the Permit Holder pays by credit or debit card. Should a Permit Holder elect automatic permit renewal, the applicable permit fee will be charged, and the Permit Holder will be notified by email of the availability of their next term's parking permit. As with all permit fees, those collected via automatic renewal will not be refundable.

Termination: A Permit Holder may cancel their parking privileges at any time by simply not renewing their parking permit with UpSafety. Permit Holders who terminate their use of a parking permit prior to the end of the term will not receive a refund.

No Large Commercial Use: The City's surface lots may not be used for parking large commercial vehicles. Parking privileges will be extended only to legally registered passenger cars, vans, or light trucks that do not exceed the maximum height posted and are of such length that they fit into a conventional parking space.

No Long-Term Storage or Abandonment: The City's surface lots shall not be used for the longterm storage of a motor vehicle. Any motor vehicle that remains in the parking space between 2:30 a.m. to 6:00 a.m. may be removed at the owner's expense regardless of the presence of a parking permit. UpSafety or the City will endeavor, but is not required, to send an email notification to the Permit Holder at their registered email.

Revocation: The issuance of a parking permit is a privilege and not a right. All permits are subject to review by City officials. Parking permits may be revoked by the City for any reason other than discrimination. A Permit Holder may appeal, in writing, the revocation of a parking permit to the Whitefish City Council, which has final authority over all matters relating to the City's surface lots, except cases involving discrimination.