



Department of Transportation

200 East Santa Clara Street, San Jose, Ca 95113-1905

Tel: (408) 535-3850 Fax: (408) 292-6090 Email: DOTPermits@sanjoseca.gov

VERIFICATION OF TENANT RESIDENCY / RESIDENTIAL PERMIT PARKING (RPP) PROGRAM

(Please circle the RPP Zone)

Autumn/Montgomery	Civic Center	Horace Mann	Sherman Oaks
Berryessa	College Park	Market/Alameda	St. Leo's
Cahill Park	Delmas Park	Parkside	S.U.N
Century/Winchester	Garden/Alameda	Santana	University

General Information

Residents in Residential Permit Parking (RPP) Program Zones are required to provide proof of residency in order to obtain a parking permit. Every renewal period, if a tenant does not meet the other proof of residency requirements stated on the back of the application, the verification of tenant residency form may be used in lieu of a rental or lease agreement.

Owner or property management of rental properties in RPP Zones needs to complete this form for each tenant requiring a parking permit. This form must be given to the tenant to bring into our office. **Only a completed form with a wet signature will be accepted. *Faxes and emails will not be accepted.**

Owner / Management Information

Assessors Parcel Number **(Required)**: _____
Name of Owner/Management: _____
Owner/Management Address: _____
Owner/Management Phone: _____

Tenant Information

(TO BE COMPLETED BY THE OWNER/MANAGEMENT)

NAME OF TENANT: _____
ADDRESS (include unit #): _____
CITY: _____ STATE: _____ ZIP: _____
PHONE: _____ MOVE IN DATE: _____
NAME OF FORMER TENANT: _____

I understand that if this tenant should move from the property indicated above, that it is my responsibility to notify the Department of Transportation before new permits can be issued to this address. I hereby certify, under the penalty of perjury, that I am the owner/agent of the above property and that the person listed above is entitled to Residential Parking Permits as a current tenant of this address. **Tenant listing, landlord letters, and incomplete forms will not be accepted.**

Owner/Agent Signature: _____ Date: _____

(Please use blue ink for signature)

PHOTO COPIES WILL NOT BE ACCEPTED; A WET SIGNATURE IS REQUIRED.