



# Residential Preferential Parking (RPP) Program Permit Waiver Request Form

The City of Berkeley allows most households to purchase up to three (3) annual Residential Preferential Parking (RPP) permits. In mixed-use Zone P, households may purchase up to two (2) annual RPP permits. In the event an additional permit is needed, the resident may be granted a waiver upon providing satisfactory evidence of need. Permits issued under the waiver process will be subject to a surcharge of \$100, in addition to the standard permit fee. **Please allow 15 business days for processing of requests.**

Date: \_\_\_\_\_ Permit Address: \_\_\_\_\_  
(Number) (Street Name) (Apt/Unit)

Name: \_\_\_\_\_  
(Last) (First) (MI)

Email Address: \_\_\_\_\_

Number of permits currently assigned to the permit address: \_\_\_\_\_

**Please describe why the additional permit is necessary:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Documentation Requirements:** *Please provide the following documentation along with the signed and completed Waiver Request Form.*

- Current Vehicle Registration**
  - Vehicle **MUST** be registered in applicant's name **AND**
  - Vehicle **MUST** be registered at requested permit address
- Proof of Residency (PROVIDE ONE)**
  - Current Lease Agreement **OR**
  - Current Utility Bill **OR**
  - Current Vehicle Insurance **OR**
  - Current Driver's License
- Government-issued Photo Identification (PROVIDE ONE)**
  - Current Driver's License **OR**
  - Current Passport

If approved, how would you like to pay for the permit? Check Online/Card

**I acknowledge that, if waiver is granted, the waiver will expire at the end of the current permit year. I understand that a waiver must be requested each subsequent permit year should the need be present. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.**

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**FOR OFFICE USE ONLY:**

RPP ACCT# \_\_\_\_\_

# OF PERMITS \_\_\_\_\_

VEH PLATE# CA \_\_\_\_\_

VEH REG VERIFIED YES NO

RESIDENCY VERIFIED YES NO

PHOTO ID YES NO

**APPROVED** YES NO

DENIAL REASON -

Received By: \_\_\_\_\_

**Return completed form and documentation via:**

**Email:**

[rpp@cityofberkeley.info](mailto:rpp@cityofberkeley.info)

**Mail:**

**City of Berkeley Public Works  
Transportation Division  
RPP Permit Waiver Request  
1947 Center St., 4<sup>th</sup> Floor  
Berkeley, CA 94704**