

First United Methodist Church

64 East North Street
Carlisle, PA 17013-2436
249-4729

Parking Lot Rental

Guidelines and Agreements

1. A numbered parking space is assigned to each renter by our office. It is assumed that you will park only in that space unless otherwise directed.
2. The parking fee for the parking space is payable monthly, in advance, and is due the first of each month. The monthly parking fee for each rented space is \$25.00. If your account becomes past due the following notification process will be as follows:
 1. Any account 30 days past due will receive **First Notice** to remind you of balance due.
 2. Any account 60 days past due will receive a **Second Notice** and 10 days to bring your account current.
 3. Any account over 90 days past due will have their vehicle ticketed and towed at the owner's expense. We reserve the right to suspend parking privileges for non-payment.
3. There are certain restrictions to parking:
 - a. On Sunday parking is reserved for worship attendance from 7 a.m. to 12 noon.
 - b. Cars that are on the lot for any reason, other than attendance at First United Methodist Church, during those times are in violation and shall be tagged and parking privileges could be suspended. It is best to remove cars by Saturday midnight.
 - c. Other restrictions may occur for no parking at times such as Christmas Eve (after 5 p.m.), Holy Week evenings (week before Easter), scheduled weddings, church funerals, special observances set by the church.
 - d. No parking is permitted when the lot must be cleared of snow.
4. Renters are not permitted to transfer a parking space to another person.
5. Each renter must have on file in our office a completed rental form.
6. First United Methodist Church will not be responsible for theft or damage to any car parked on its parking lot at anytime.
7. If you know of persons who are parked without permit or authorization, please inform the church office.
8. When renters terminate their parking rental, our office must be notified and Parking Permit returned to the Church Office
9. All vehicles must be maintained, pass PA inspection and be registered. Any vehicles which are parked and do not meet these specific standards shall have the parking agreement terminated and a refund if any of unused monies shall be given. The notification process will be as follows:
 1. First notice shall be placed on windshield with a 2-week time limit to bring vehicle into compliance.
 2. A phone call shall also be made.
 3. At the end of 2 weeks a second letter will be sent and we will begin a one week time of compliance or removal.
 4. At the end of this time the vehicle may be towed at the owner's expense.
10. One parking space is made available to our apartment renters. Harry & Peg Forney are provided garage space.
11. In 2008 two parking spaces and right of way are maintained by verbal agreement with the resident of apartment at 52 East North St.

Parking Lot Rental Information

Name _____ Date: _____
(Please Print)

Home Address: _____

Home Phone Number: _____

Work Phone Number: _____

Email: _____

Make of Car: _____ Model: _____ Color: _____ Year: _____

License Plate Number: _____

Date of Inspection: (Month & Year) _____

Parking Lot Space Number Assigned: _____

I will comply with the stated guidelines.

Your Signature: _____