

RENEWAL & PICK-UP for RPP Area 12

All RPP permit renewals paid by credit card OR check PRIOR to October 14 will be available at both distribution sites.

WHEN?: Saturday, October 16

**WHERE?: WAVERLY FARMERS MARKET from 9 AM to Noon
32nd & Barclay Street.**

**EDDIE'S MARKET from 1 to 4 PM
3117 St. Paul Street.**

Register Online after Sept. 20 for RPP Area 12 Charles Village & Abell 12A Permits.

After October 18, You MUST Go Downtown to City's Parking Authority Office to pick up your permit.

Residents of Charles Village in the Residential Permit Parking (RPP) Area 12 (north of 29th Street, west of Hunter Street/alley) and 12A-Abell (north of 29th Street, east of Hunter Street/alley) must register and purchase their annual parking permits and visitors passes. All current permits expire October 31, 2010. You must show proof of residency to ensure that participation in the program is limited to *residents only*. People with handicap tags must also purchase RPP Permits.

Baltimore City's annual Residential Parking Permits cost:

\$20 for a Parking Permit (decal)

\$20 for a Visitors Pass

Note: A Parking Citation (fine) for not displaying a current RPP decal or pass in Area 12 is \$42 for each occurrence.

To be eligible for a Parking Permit and/or Visitors Pass, you must reside within the boundaries of the RPP area. To renew your permit online, you can go directly to <https://pabc.t2hosted.com/cmn/auth.aspx>

If you do not have online access at home, you can go to the Village Learning Place, 2521 St. Paul Street, for access to a computer for applying online.

If you currently have a parking permit, you are already in the RPP database and you do not have to re-enter your information. Use the same user name and password that you used last year. If you have forgotten your user name and/or password, call the Parking Authority at 443-573-2800 and they will help you reset your password. **If this is your first time applying for a parking permit, you MUST go downtown to the Parking Authority office at 200 W. Lombard Street, Suite B to apply for and pick up your parking permit in person. The parking authority will provide you with validation to park for free in the garage above their office.**

For general information about the RPP program and its rules and regulations, go to

<http://www.baltimorecity.gov/Government/QuasiAgencies/ParkingAuthority/ResidentialParkingPermits.aspx>

There, you can click on different options on the menu at the left to view the following:

- ❖ RPP Application Site
- ❖ Getting RPP in your Community
- ❖ General Rules and Regulations
- ❖ Frequently Asked Questions

If you already know everything you need to know about rules and regulations and you wish to go directly to purchasing your permit, you can click on this link to go directly to the RPP Application Site.

<https://pabc.t2hosted.com/cmn/index.aspx>

Then, follow these steps:

1. Click on **Purchase Permits**
2. Enter your drivers license number (with no dashes or spaces)
3. Enter your password or your last name. If you can't remember your password, call 443-573-2800 and ask the Parking Authority staff to help you do a password reset.
4. If this is your first time logging into the new system, you will be prompted to change your password.
5. Click the "Home" button to see options for changing your mailing address and email and for adding or deleting vehicles.
6. Make any necessary changes. Click "Home" each time to return to the different options for editing address, vehicles, email address, etc. **NOTE: IT IS VERY IMPORTANT THAT IF YOUR ADDRESS OR YOUR VEHICLES HAVE CHANGED IN ANY WAY SINCE LAST YEAR (INCLUDING LICENSE PLATE NUMBERS) THAT YOU MAKE THESE UPDATES IN THE SYSTEM. ADDRESS AND VEHICLE INFORMATION IN THE SYSTEM MUST MATCH THE DOCUMENTATION YOU PRESENT WHEN YOU PICK UP YOUR PERMIT(S). IF THESE DO NOT MATCH, YOU WILL NOT BE ALLOWED TO RETRIEVE YOUR PERMIT.**
7. After you have made necessary changes, click on the "Home" button again.
8. Click on "Purchase Permits" **NOTE: PURCHASE OF PERMITS IS NOT ALLOWED TO BEGIN UNTIL 6 WEEKS BEFORE THE EXPIRATION OF THE PERMITS. PRIOR TO SEPTEMBER 20th, THE SYSTEM WILL NOT ALLOW YOU TO PURCHASE PERMITS and you will see this message:**

"There are not yet any permits available for you to purchase. Please try again later."

NOTE: For the rest of this process, you will need to click the "Next" Button to move to each next step.

9. You will be able to select decals or visitor permits from the menu. The system will only allow you to select one at a time, but you will be able to go back and select the other option later in the process. Select the Decal option and then select from the list the vehicles for which you need decals (limit four decals per household and each one must be connected to particular vehicle). The next screen will instruct you to select your address from a drop down menu.
10. The next screen should allow you to view your cart.
11. This is where you can add Visitor Permits. To do this, click on "Permits" next to "Add Items" toward the top of the page.
12. After you have selected your Visitors Pass(es), you should be viewing your cart again. If not, click on "View Cart" to confirm all of the items in your cart.
13. Click on "Pay Now" to check out.
14. Enter your credit card information (Mastercard or Visa) to make your purchase.
15. **PRINT OUT YOUR RECEIPT.** You will need to bring this with you to the pick up site along with appropriate documentation (see below)

Click here for a document created by the Parking Authority that explains the purchasing process with screen shots from the website.

<http://www.baltimorecity.gov/LinkClick.aspx?fileticket=bGKayrOSI08%3d&tabid=509&mid=2460>

If you have problems navigating through this system, call 443-573-2800.

Only residents who pay with a credit card OR mail in a check or money order **prior to October 14** will be able to pick up their permits at the Community RPP pick-up sites on October 16. *Residents need to bring proper documentation and*

identification papers when picking up their permits on October 16— vehicle registration, driver's license, current lease, non-resident permits, notarized letters, student or military ID, etc. See Rules and Regulations on the web-site at <http://www.baltimorecity.gov/Government/QuasiAgencies/ParkingAuthority/ResidentialParkingPermits/GeneralRulesandRegulations.aspx> or call 443.573.2800 for more details on necessary documentation. THIS IS ESPECIALLY IMPORTANT IF YOU ARE A STUDENT OR TEMPORARY RESIDENT IN THE NEIGHBORHOOD AS THERE IS VERY SPECIFIC DOCUMENTATION YOU MUST SHOW IN ORDER TO OBTAIN A PERMIT.

If you don't pick up your permit on October 16, you must go downtown after **Monday, October 18** with proper documentation and identification papers to purchase/pick up the permits directly from the Baltimore Parking Authority, located at 200 West Lombard Street, Suite B. Office hours are Monday through Friday from 8 AM to 5 PM. Call 443.573.2800 or e-mail info@baltimoreprefparking.com

IMPORTANT INFORMATION ABOUT RPP REGULATIONS:

- All old permit decals must be removed before applying new permit decals to your car's windshield. Vehicle owners who do not remove old permit decals risk getting a ticket.
- There is a limit of 4 decals per household.
- Anyone falsifying documentation or abusing permits can be issued a citation of up to \$1,000.
- Abuse of permits (selling, photocopying, use by non-residents or visitors of residents) is now considered a misdemeanor.

Thanks to community volunteers, Eddie's and the Farmers Market for making the RPP Community Pick-Up possible on October 16.

Please show your kind appreciation for all their generous assistance. Thank you for being courteous throughout the registration process.

VOLUNTEERS FROM THE COMMUNITY MAKE IT POSSIBLE FOR US TO CONTINUE COMMUNITY DISTRIBUTION OF PARKING PERMITS. IF YOU ARE INTERESTED IN VOLUNTEERING TO HELP WITH DISTRIBUTION ON OCTOBER 16, PLEASE CONTACT BONNIE BESSOR AT BBESSOR@GMAIL.COM.

NOTE: The information above ONLY applies to parking permits in AREAS 12 and 12A (Charles Village and Abell). Charles Village West (Area 37) is a separate permit zone with separate pick up. The pickup for Area 37 will take place in March of 2010. Area 37 is defined as West of Charles Street between 26th Street and 29th Street, including the unit block of E. 26th Street.