



# Application for Non-profit Parking Permit

Shepherdstown Police Department  
104 North King St  
PO Box 237 (mailing)  
Shepherdstown, WV 25443

To apply for a Non-profit organization Parking Permit, please complete this application. These are for employees of non-profits within the Town boundaries. You may purchase permits for up to two vehicles per organization. Permits are hanging tags that attach to the rear-view mirror of the car. They allow all day parking on streets marked for 90 minutes. Please review the **parking map** for those locations. ([link to AttachParkingMap](#)) Renewals occur in the month of September. Cost per permit is \$5. Applications must be made in person, with a copy of the current town business license.

**Organization name:** \_\_\_\_\_

**Street address:** \_\_\_\_\_

\_\_\_\_\_

City State Zip

**Telephone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Permits:**

Permit #1: \_\_\_\_\_ one year @ \$5

Permit #2: \_\_\_\_\_ one year @ \$5

**Amount due for all permits:** \_\_\_\_\_

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

**Print Name:** \_\_\_\_\_

For Office Use:

Comments
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Fee Paid
Date Paid