



CITY OF SOMERVILLE, MASSACHUSETTS  
DEPARTMENT OF TRAFFIC AND PARKING  
133 Holland St, Somerville, MA 02143  
Tel: 311 or from outside Somerville (617) 666-3311  
www.parksomerville.com

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**COMMERCIAL/CONTRACTOR**  
**PARKING**  
**PERMIT APPLICATION**

**Applicant Information:**

Today's Date \_\_\_\_\_

Name of Contractor \_\_\_\_\_

Address of work site \_\_\_\_\_

Phone # \_\_\_\_\_

Email \_\_\_\_\_

Plate \_\_\_\_\_

Number \_\_\_\_\_

Vehicle Year / Make \_\_\_\_\_

Vehicle Color \_\_\_\_\_

**Permit Information:**

Effective Date \_\_\_\_\_

Expiration Date \_\_\_\_\_

Permit Number(s) \_\_\_\_\_

**Cost:** \$35.00/month

**Duration:** Up to 12 months

**Hours:** 7 a.m. – 7 p.m. (unless otherwise posted)

**Location:** On street or adjacent street to property or properties currently under construction

**Application Checklist:**

- Application Form
- Copy of valid building permit(s) for Somerville locations
- Copy of vehicle(s) registration
- Check or money order for \$35.00/month (cash accepted in person, no credit cards)

*Permits may be address-specific with various plates OR plate-specific with various addresses.*

*Permits requested at window will be processed immediately. In person orders of more than 5 permits cannot be processed immediately – contractors should apply by mail in advance to expedite order or arrange pick up at a later date.*

*Permits requested by mail will be mailed within 14 business days after receipt of paperwork.*

All checks and money orders should be made out to "City of Somerville". No permits will be issued to anyone with unpaid parking tickets – all tickets must be paid in full at time of purchase. All permits must be paid for in advance of issuance.