



Special Event No-Parking Sign Request Form

Contact Information

First Name: _____ Last Name: _____

Organization: _____

Email Address: _____

Phone Number: (_____) _____ - _____ Ext. _____

Event Information

Event Name: _____

Start Date: ____/____/_____

End Date: ____/____/_____

Start Time: ____:____

End Time: ____:____

Street(s) Requested:

Example: Hamilton St between 7th St and 6th St or 600 Block of Hamilton St

Would you like the APA to ticket vehicles parked in the requested area?

Yes

No

Only if called

Would you like the APA to tow vehicles parked in the requested area?

Yes

No

Only if called

Will there be any vehicles authorized to park within the requested area?

Yes

No

Note: The city may require the APA to ticket and tow vehicles for safety reasons.

Pricing Information

Temporary No Parking Signs

Each Temporary No Parking Sign costs \$10. There is a minimum requirement of eight (8) signs for an entire block and four (4) for half of a block. Additional signs or fewer signs may be necessary depending on what has been requested. *The number of signs necessary to fulfill the request is determined solely by the APA.*

Lost Meter Revenue

Requests for metered parking streets will also include the cost of lost meter revenue. This fee is for the cost of each meter for each hour during the requested timeframe. *Non-Metered streets will not incur a Lost Meter Revenue fee.*

Downtown Core	Outside of Core
\$2/hour per metered space	\$1/hour per metered space

The Downtown Core consists of Linden Street, Hamilton St, and Walnut Street from 4th Street to 12th Street.

Billing Information

You may leave blank any information that is the same as the contact information.

First Name: _____ Last Name: _____

Organization: _____

Email Address: _____

Phone Number: (_____) _____ - _____ Ext. _____

City: _____ State: _____ Zip Code: _____

Street Address: _____ Unit #: _____

Parking Authority Contact Information

Christopher Morello | Event Manager | morello@allentownparking.com | (610) 297-0362

Dispatch Line | (610) 349-0400

Customer Service Line | (610) 841-9090