



## Valet Parking Permit Application

In conformity with the Valet Parking Ordinance

### I. General Information

HOST BUSINESS SERVED: \_\_\_\_\_

HOST BUSINESS ADDRESS: \_\_\_\_\_

HOST BUSINESS PHONE: \_\_\_\_\_

HOST BUSINESS CONTACT: \_\_\_\_\_

CITY BUSINESS LICENSE: \_\_\_\_\_

VALET COMPANY NAME: \_\_\_\_\_

VALET COMPANY ADDRESS: \_\_\_\_\_

VALET COMPANY PHONE: \_\_\_\_\_

PROJECTED NUMBER OF VALETS ON SITE \_\_\_\_\_

### II. VALET SITE

Please provide a detailed description of the site. Include street name(s), amount of curb in feet, block number, days and hours of operation:

**Attach scaled site map on a separate sheet**

### III. Applicant and Host Business Signature

HOST APPLICANT SIGNATURE: \_\_\_\_\_

### IV. Email Questions to: [dchristopher@ci.charlotte.nc.us](mailto:dchristopher@ci.charlotte.nc.us) Or call: (704) 336-3889

Do not begin valet parking until an approved permit is received.  
A copy of the certificate of insurance for the valet and the host business and a host declaration of intent must be attached before the application can be considered.  
Mail completed application with the \$420 application processing fee (check payable to the City of Charlotte) to:  
Special Events Coordinator, CDOT, City of Charlotte, 600 East Fourth Street, Charlotte, NC 28202