



# Hanover Parking Division

41 S Main St, PO Box 483, Hanover, NH 03755  
(603) 640-3220

## Leased Parking Agreement

Name: \_\_\_\_\_  
Email address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Plate #: \_\_\_\_\_ State: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_  
Account#: GN \_\_\_\_\_

### Terms of Agreement

The Town of Hanover agrees to lease a parking space in the Hanover Parking Facility to the above-named person, or business, for the fee of \$150.00 per month under the following terms.

1. Invoices will be billed on the first of each month via email notice and payment due no later than 30 days after billing, or the lease will be cancelled for non-payment.
2. Cancellation of a lease requires 30 days written notice by each party.
3. Any lease that is re-activated after a cancellation for non-payment will be assessed a \$30.00 administrative fee.
4. Loaning or sub-leasing permits or leases is prohibited and will result in the immediate cancellation of the lease or permit.
5. Leases, or permits, will not be renewed if there are outstanding parking fines on the account.
6. All gate passes and hang tags are the property of the Town of Hanover Parking Division and will be returned to the Parking Division at the end of this agreement, or the account will be subject to a \$30.00 administration fee.
7. A \$10.00 replacement fee will be charged for any lost tag.
8. Account holders are responsible for updating contact information in a timely manner.
9. All hangs will be displayed within the vehicle while parked inside the facility.
10. All lease holders will park in the designated area of the facility, levels 3 & 4.
11. The Town of Hanover reserves the right to cancel, or terminate, any program and will provide at least a 30-day notification to all account holders via email notification.

Signing this form indicates you agree to the terms and indicates that you have read and understand them and to follow them for the duration of the lease agreement.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Hanover Parking Supervisor

\_\_\_\_\_  
Date