



**CITY OF ORLANDO  
PERMIT PARKING LEASE  
AGREEMENT**

Account Number \_\_\_\_\_

Lot: \_\_\_\_\_ Monthly Rate: \$ \_\_\_\_\_

Lessor: City of Orlando Parking Division

Lessee: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone Number (      ) \_\_\_\_\_

The Lessor hereby agrees to rent to the Lessee ( \_\_\_\_\_ ) parking spaces in the above Parking Lot in Orlando, Florida for the sole purpose of employee parking.

Monthly leases are based on the calendar month and lease fees are payable accordingly. Lease fees will be pro-rated at the inception of the Lease only. Payment is due by the last day of the month for the next month or subsequent months.

**FAILURE TO RENEW PRIOR TO 5:00 PM OF THE 1st BUSINESS DAY OF THE MONTH WILL RESULT IN THE ASSESSMENT OF A \$5.00 LATE FEE, PER SPACE, IN ADDITION TO THE MONTHLY RENTAL. IF PAYMENT IS NOT RECEIVED BY THE 3rd BUSINESS DAY, LEASE WILL BE CANCELLED. VEHICLE (S) WILL ALSO BE SUBJECT TO RECEIVING PARKING VIOLATION NOTICE (S) SHOULD THERE BE A RENEWAL LAPSE. LATE FEE MUST BE PAID PRIOR TO THE NEXT PAYMENT CYCLE.**

Lost or stolen Hangtags must be reported to the Lessor immediately. The cost to replace a hangtag is \$10.00, due upon issuance.

Rentals are payable monthly or in multiple month segments, and may be paid in person, recurring credit card program, or by mail. If paying by mail, include appropriate payment and the invoice. Make check or money order payable to the "City of Orlando". **DO NOT MAIL CASH.**

It is the Lessee's responsibility to insure that all necessary information is furnished to the Lessor when the Lessee is mailing payment to include but not be limited to: account holder name, account number, and lot name.

If Lessee fails to pay any installment of rent when due, or shall otherwise be in default of the terms hereof; then Lessor may at its option, cancel this lease and take immediate possession and use of said space without being liable in any way thereof.

All vehicles parking in a City Lot require a hang tag. Hangtags must be placed on the rearview mirror while parked in a City Lot. Parking in a City Lot without the appropriate hangtag may result in a parking violation notice being issued.

Lessee shall park no vehicles on Lot for storage of vehicles that have been serviced or planned to be serviced.

The lease allows for parking in the Lot:

\_\_\_\_\_ Between 6:00 am and 6:00 pm; Monday through Friday \*(City holidays excluded).

\_\_\_\_\_ Between 5:30 pm and 3:00 am; Monday through Friday \*(City holidays excluded)

\_\_\_\_\_ Unlimited parking hours; Sunday through Saturday. 6am-3am, (No Parking between 3am-6am).

Vehicles cannot be stored in the Lot and must be removed from the Lot each 24 hour period. Parking spaces are not reserved or assigned but are available on a first come first serve basis.

Lessor reserves the right to change rental rates as of the first day of the calendar month by giving thirty (30) days written notice to Lessee at the Lessee's address on file.

The Lessee agrees to, and shall indemnify and serve harmless, the Lessor from and against any and all kind and nature arising or growing out of or in any way connected with the use, occupancy, maintenance, or control of the demised premises by the Lessee or *his* agents, employees, customers, patrons, or invitee, or arising out of, or in any way connected with, the operator or any act of omission of Lessee or his agents, employees, customers, patrons, or invitee, whether on or off the property of any kind or nature whatsoever sustained during the terms hereof, in or about the demised premises. In addition, Lessee agrees that Lessor shall not be liable to Lessee for any loss or damage to any vehicle(s) on the demised premises and/or the contents of said vehicle(s) caused by fire, theft, vandalism, explosion, strikes, and riots or by any other cause beyond the control of the Lessor.

Both parties expressly agree that this Lease in no instance creates the relationship of bailer and bailee between Lessor and Lessee.

Dated \_\_\_\_\_ 20\_\_\_\_\_

Lessor  
**City of Orlando**  
**Parking Division**  
**53 West Central Blvd.**  
**Orlando, FL 32801**

Lessee Signature

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