

CITY OF WHITEWATER PARKING 2024/2025 PERMIT SALE INSTRUCTIONS

The City of Whitewater will be selling parking permits online only Tuesday, May 7th, 2024, at 8am. Beginning Wednesday, May 8th, 2024, parking permits may be purchased online or in-person at the Whitewater Police Department Monday through Friday from 8:00 am to 4:30 pm. Please follow the below instructions for online purchasing:

1. All requested information will need to be sent in an email to: police@whitewater-wi.gov
2. Fill out the City of Whitewater Parking Permit Registration form and attach in the email.
3. If you are purchasing a Downtown Resident Parking Permit, you will need to attach proof of residency. The types of documents demonstrating proof of residency include:
 - a. Current signed lease or letter (on letterhead) signed by the landlord stating lease dates and the address
 - b. Current driver's license with valid downtown address
 - c. Current utility bill
 - d. Current bank statement
 - e. Official government correspondence dated within the last ninety days
4. Send email to police@whitewater-wi.gov **after** 8am on Tuesday, May 7th, 2024. Emails that are received prior to 8am will not be honored.
5. Parking lot priority will be based on when both email and payment are received. You can make an electronic payment by using the Payment Service Network:
<https://www.paymentservicenetwork.com/PaymentPage.aspx?accid-RT26345>

You can choose to register an account or utilize the quick pay option. When searching for a business, type in Whitewater under Business City and WI in Business State and choose the Parking Permit option or type in Business ID of RT26345.

*** Please be sure that the Company Name states
City of Whitewater, WI (Parking Permits).***

If your preference is to pay by cash or check, payment can be left in the drop boxes located in the vestibules of the Whitewater Municipal Building at 312 W Whitewater St, Whitewater, WI 53190. If you choose to mail in your payment (**do not send cash**), be advised that if you have a parking lot preference, your parking permit will not be issued until payment is received and that particular lot may be sold out.

6. Once the City of Whitewater parking permit registration form, proof of residency and payment have been received by our department, you will be assigned a parking permit based on your highest lot preference still available at the time of receipt. Parking permits will be mailed to the address indicated on the parking permit registration form.
7. If you have any questions, feel free to contact the Whitewater Police Department via email or call 262-473-0555 option 1. Thank you.