



CITY OF MEDFORD
411 WEST 8TH STREET
MEDFORD, OREGON 97501
Phone (541) 774-2000 Fax (541) 618-1700
Email: citymanager@ ci.medford.or.us

VEHICLE PLATE REGISTRATION SYSTEM PARKING VALIDATION REGISTRATION FORM

Please complete this form to register for use of the parking validation system and then fax, email or mail to the City of Medford. Please allow 5 business days for processing.

Business Name: _____

Owner Name: _____

Billing Address: _____ Phone _____

City: _____ State: _____ Zip Code: _____

Email: _____

Preferred User Name: _____

Staff Authorized to use system:

First Name: _____ Last Name: _____

First Name: _____ Last Name: _____

First Name: _____ Last Name: _____

Use separate sheet to list additional authorized staff

Validation costs to Merchant:

- First 50 validations per month at a rate of 50 cents on the dollar
- Next 51-150 validations per month at a rate of 75 cents on the dollar
- 151 or more validations per month at full cost

Merchants will be billed for validations on a monthly basis. Internet access is required to use the system and it is also smart phone compatible.

Upon completion of registration the City will provide the merchant with a validation notice to place in their window, schedule staff training, and provide the user name and password.

By signing below, the merchant agrees to use the validation system for customers only, and acknowledges that staff and business owners are not eligible to have their parking validated.

Signature: _____ Date: _____