



## VALET PARKING APPLICATION AND USER PERMIT

In accordance with the City of South Miami’s Code of Ordinances, the City may issue valet parking permits to valet operators who conduct operations on public property. No valet parking shall occur on public property without the operator securing a valet parking permit from the City of South Miami. A **separate permit is required for each location** where valet parking services are provided. Valet parking permits shall only be issued to operators who hold a City of South Miami Local Business Tax Receipt. **Application fee of \$30 per ramp location.**

Valet Company Name: \_\_\_\_\_

Days of Valet Operations: \_\_\_\_\_ Times of Valet Operations: \_\_\_\_\_

Bay/Parking Space Numbers (Minimum 3 bays needed to make a ramp): \_\_\_\_\_

Total Cost for Ramp per Day: \_\_\_\_\_ Total Valet Application Amount: \_\_\_\_\_

Storage Location: \_\_\_\_\_

### REQUIRED DOCUMENTATION (CHECK ALL PROVIDED):

- INSURANCE – Certificate of insurance providing for the required amounts as provided in Ordinance 26-09-2018.
- INDEMNITY - Indemnity agreement releasing the City of any liability
- ARTICLES OF INCORPORATION - The valet operator shall provide a copy of its articles of incorporation.
- ESTABLISHMENT LETTER - Signed written authorization on company letterhead from owners/operators of the City-Licensed commercial establishments for which the valet operator is providing parking services.
- LOCAL BUSINESS TAX RECEIPT - Valid valet parking Local Business Tax Receipt from the City of South Miami.
- STORAGE FACILITY - Identification of the location of vehicle storage, and proof in the form of an executed **LEASE OR RENTAL AGREEMENT**, or notarized letter of authorization from the owner of the property, either of which shall include the number of spaces authorized for use by the valet operator, and term of the lease or agreement for storage spaces sufficient to service the establishment for which the permit will be issued, The storage space must meet all requirements pursuant to all applicable City of South Miami Codes and Ordinances.

IMPORTANT – IF THERE IS A CHANGE IN ANY OF THE ABOVE INFORMATION, IT IS THE RESPONSIBILITY OF THE VALET OPERATOR TO INFORM THE FINANCE DEPARTMENT, AS ALL THE CHANGES WILL REQUIRE THE ISSUANCE OF A NEW PERMIT.

Valet Permit Valid from \_\_\_\_\_ to \_\_\_\_\_ (Maximum period of 30-days)

Valet Permit Issued by: \_\_\_\_\_  
City Manager Date

Daily Valet Parking Bay/Space Rental Fee \$100

### Valet Parking Red/Bird Road Area Cost per Bay/Space (SW 41st St between SW 57th Ave & SW 58th Ave)

Brunch/Lunch Only (9 AM to 5 PM)	\$10
Dinner Only (5 PM to Midnight)	\$12
Lunch and Dinner (Daily Valet Parking Space Rental Fee)	\$15