



**VALET PERMIT APPLICATION OR RENEWAL
AS PER CITY OF MIAMI CODE, CHAPTER 35, ARTICLE VIII**

Valet permits are issued under the provision of the City of Miami Code, Chapter 35, Article VIII, which requires the operation of a business to be in compliance with all City of Miami Code sections. The business location and/or documents will be reviewed by the following departments:

1. Department of Off-Street Parking d/b/a Miami Parking Authority
2. Department of Risk Management
3. Department of Public Works
4. Department of Planning and Zoning
5. Miami Police Department (Special Events)
6. Corresponding NET Office

There is an application fee of \$150.00, which is nonrefundable. Please contact Ms. Lucy Garcia at (305) 373-6789 Ext. 245, if you have any questions regarding the applicable requirements of the City Code or if you need further assistance.

Part I – To be completed by Applicant and submitted to Department of Off-Street Parking at 190 NE 3rd Street, Miami, FL 33132.

Name of Business/Establishment: _____

Address: _____

City/State/Zip Code	Telephone Number
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Valet Owner Name: _____

Valet Owner Mailing Address: _____

Email Address and Phone Number: _____

This application, along with the following items, is submitted under the following conditions:

1. There is a non-refundable one-time application fee of \$150.00.
2. The Permit fee is \$500.00 for a six-month period.

Please attach the following documents evidencing current compliance:

1. Liability Insurance naming the City of Miami and the Department of Off-Street Parking as additional insured.
2. Certificate of Use
3. Occupational License
4. Site Plan [See Section 35-305 (a)(6)]
5. Copies of Corporate Bylaws.
6. Copy of Agreement for Off-Street Parking spaces (storage).
7. The operator of the Valet business needs to obtain a letter of approval from the business where the valet operation will be conducted.

Part II – Certification

I have read the City of Miami Code Chapter 35, Article VIII, and understand that I shall execute the attached hold harmless/indemnity agreement and provide valid proof of required insurance as a condition precedent to the City's issuance of the herein requested permit.

Valet Permit Application

Page 2

Furthermore, I shall hold the City of Miami and Department of Off-Street Parking, its officers, agents and employees free and harmless and indemnify same from any claims for damages or losses to persons or property including legal fees and costs of defending any actions or suits thereon, including any appeals therefrom, which may result from the granting of this permit.

Name of Company/Corporation/Partnership

Signature of Owner/Applicant

Title

Date

Notary:

Print Name

Date

Notary Signature

(Imprint Notary Seal)

Property's Owner's Approval: _____
Signature of Property Owner

Property's Owner's Address: _____

Property's Owner's Telephone No: _____ E-Mail Address: _____