



Streatery Parking Meter Hood Request

1. The business, organization, or individual requesting the rental of one or more meter spaces must verify the requested parking spaces are being used to construct a temporary "Streatery" to allow for the expansion of outdoor dining to accommodate social distancing recommendations due to the Coronavirus pandemic, and submit an approved Revocable Permit with the application.
An approved Revocable Permit must be received with application*. Please contact the Public Works Department at Public Works Department, 420 W. Main Street, 7th Floor, Oklahoma City, OK 73102 Or by email at: pwsbmittal@okc.gov
2. Each hood allows for rental of one or two metered parking spaces. Parking meter hoods are limited. Availability is first come, first served and will remain the property of the city.
3. The rental of a parking meter hood(s) is temporary and may only be used at the location specified on the application. All hoods are rented for a period of no more than thirty (30) calendar days. Should the applicant require additional time, the agreement must be renewed on or before the date the original application expires. Failure to do this will result in removal of the meter hoods by Parking Operations.
4. Please verify the **ACCURATE METER NUMBERS and number of spaces at each meter** to prevent the request from being delayed.
5. **Requests must be made at least 2 business days in advance (including extensions)** and no more than 30 days in advance.
6. Each reserved parking space is \$20 per day, Monday through Friday plus a \$35 administration fee. No half days are allowed. No removals or installations on Saturdays, Sundays or Holidays. All changes including extensions, requires an additional administration fee.
7. All requests must be approved by the Parking Manager or designee.
8. The Parking Division is not responsible for enforcement of the hooded meters. If you encounter problems with the hooded meters, contact Parking Enforcement at 297-1180.
9. Meters must be paid in advance of hooding at the City Treasury Office, located at 420 W Main, 1st Floor. Acceptable payment includes: Check, VISA, MasterCard, Discover, Cash or Money order.
10. Please fill out the information below and bring or mail the form to the Parking Division, located at 431 W. Main St, Suite B, Oklahoma City, OK 73102; or fax the form to 405-316-2932. For more information or questions, call 405-297-1331.

(Please Print)

Company name: _____

Contact: _____ Email address: _____

Address: _____ City _____ State _____ Zip _____

Phone number: _____ Fax number: _____

Street and block location of meter(s): _____

| | | |
|--------------------------------|--------------------------------|--------------------------------|
| Meter # _____ No. spaces _____ | Meter # _____ No. spaces _____ | Meter # _____ No. spaces _____ |
| Meter # _____ No. spaces _____ | Meter # _____ No. spaces _____ | Meter # _____ No. spaces _____ |
| Meter # _____ No. spaces _____ | Meter # _____ No. spaces _____ | Meter # _____ No. spaces _____ |

(if more meters/spaces are needed, please use an additional form)

City of Oklahoma City Project: NO YES Project Name/Number _____

Vehicle description(s): _____

Hood start date: _____ Hood remove date: _____ Number of days: _____

Meter hooding fee: (number of parking spaces x number of days x \$20) + \$35 administrative fee = \$ _____

Applicant Name Application Date

THIS SPACE FOR OFFICIAL USE ONLY – DO NOT WRITE BELOW

Division Head Date Received

APPROVED / DENIED Reason denied: _____

Paid By: **Check#** _____ **Receipt#** _____ **Cash Receipt#** _____ **CC Receipt#** _____