



FERNDALE

The City of Ferndale, Michigan
300 East Nine Mile Road
Ferndale, Michigan 48220
(248) 546-2525
www.ferndalemi.gov

Valet Parking License Application

Pursuant to Chap. 18, Art. VI of the City of Ferndale Code of Ordinances

NOTICE: The City of Ferndale does not offer a one or two day valet permit; permits are annual only
Pick-up/drop-off is not permitted on Woodward Avenue under any circumstances

Please check one: _____NEW APPLICATION _____RENEWAL APPLICATION
Non-refundable license fee of \$250 required

All licenses expire at 12:00 a.m. midnight on December 31st. Renewal applications must be submitted at least ten days prior to expiration. Permits are valid only for the specific location(s) applied for in this application. Valet service is not permitted on Woodward Avenue.

Business Name			
Business Address			
Applicant Name			
Business Phone		Cell Phone	
Driver's License No.		Expiration	
Alternate Contact		Cell Phone	

Have you ever been issued a previous valet license in Ferndale?	Yes	No
If yes, when?		
Have you ever been issued a valet license in another City?	Yes	No
When & where?		
Has a previous license ever been revoked or suspended?	Yes	No
If yes, explain		

Proposed Valet Service Parking Area	
Proposed Pick-up/Drop-off Area	
Parking Area Property Owner Name	
Parking Area Property Owner Phone	

Are you proposing to use the public right of way including metered parking?	Yes	No				
If yes, number of parking spaces		# of spaces X .50 per hour	\$			
Days and Hours of proposed valet service						
Sun	Mon	Tue	Wed	Thu	Fri	Sat

The following documents must be attached for application to be processed:

- Map of pick-up & drop-off areas, signage, parking location, route from staging area to parking
- Letter of permission from Parking Area Property Owner to utilize their property for parking
- Certificate of Insurance including Workers' Compensation & Employers Liability Coverage, Garage Liability and General Liability (both with minimum \$1 million combined single limit) and

Garage Keepers Legal Liability (minimum \$100,000 per occurrence or commercial General Liability endorsed to provide this equivalent)

- The additional insured on the certificate of insurance must read as follows: "City of Ferndale, and including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers."

I authorize the Ferndale Police Department to conduct an investigation into my background including criminal history and to conduct any other investigation that it deems appropriate. I authorize the release of any or all such records of any confidential information to any member of the Ferndale Police Department and the City of Ferndale, to be used in conjunction with my application for Valet Parking License. I release, relieve and indemnify the City of Ferndale, Michigan, the Ferndale Police Department, such custodian of the records as herein indicated from and against any and all liability and/or damages of whatsoever kind or nature arising the disclosure of any information and/or record pertaining to me which is obtained during such investigation. This authorization shall continue until revoked by me in writing. A copy of this authorization shall serve in its stead.

I understand any permit issued may be suspended for a period not to exceed one year if the valet company fails to comply and to maintain compliance with, or violates any application, provision, standard or requirement of Chapter 18, Article VI, Valet Parking, of the City of Ferndale Code of Ordinances. I further understand that the permit will be automatically suspended if the Clerk's Office receives a notice of cancellation from my insurance carrier or if insurance coverage is allowed to lapse.

Applicant's Signature _____ Date _____

OFFICE USE ONLY		
Date received: _____	Clerk: _____	
License fee: \$250	_____ Check #	_____ CC payment
Documents submitted: _____	Map/Parking Proposal	_____ Certificate of Insurance
Departmental Approvals: _____	Police	_____ City Attorney _____ DPW
Approved number of parking spaces: _____	X .50 per hour = _____	
Date issued: _____	License No. _____	Clerk _____
Expiration: December 31, _____		