

PROGRAM DESCRIPTION

The PrePay Parking Program provides unlimited monthly parking at the Grayslake Metra Parking Lots.

A hang tag will be issued to customers who enroll in the program. An initial \$35 payment is required for the first month of unlimited parking. Thereafter, a \$35 fee will be automatically withdrawn from an authorized account on the 1st of every month for payment.

There are two options for the PrePay Program:

Option 1

Begin PrePay Parking on the first day of the next month.

The initial \$35 payment will be for the first month of parking beginning on the first day of the next month. Thereafter, on the 1st of each month \$35 will be withdrawn from your account for payment. Please use the Metra boxes until Prepay Parking begins.

Option 2

Begin PrePay parking immediately.

The initial \$35 fee will be charged to the current month and PrePay Parking can begin once you receive a hang tag. Thereafter, on the 1st of each month \$35 will be withdrawn from your account for payment. The \$35 fee will not be prorated based on the number of days remaining in the month. Please use the Metra Boxes until you receive the Hang Tag.

To enroll in the PrePay Program follow the directions on the inside of this brochure.

Rules & Regulations

ACTIVATION

To activate, send or drop-off: (1) this application; and, (2) the \$35 initial payment (cash or check made payable to Village of Grayslake) and a voided check at the Grayslake Village Hall. You will be provided a hangtag for unlimited monthly parking. PrePay parking may begin immediately or on the first day of the next month depending on the option you choose.

AUTOMATIC WITHDRAWAL

After activation, the cost of PrePay Parking will be deducted on the 1st of every month from an authorized checking or savings account.

TO DISCONTINUE

Return your hang tag to the Grayslake Village Hall. **It is your responsibility to turn in the hang tag by the designated date to discontinue service or your account will be charged and no refunds will be given.**

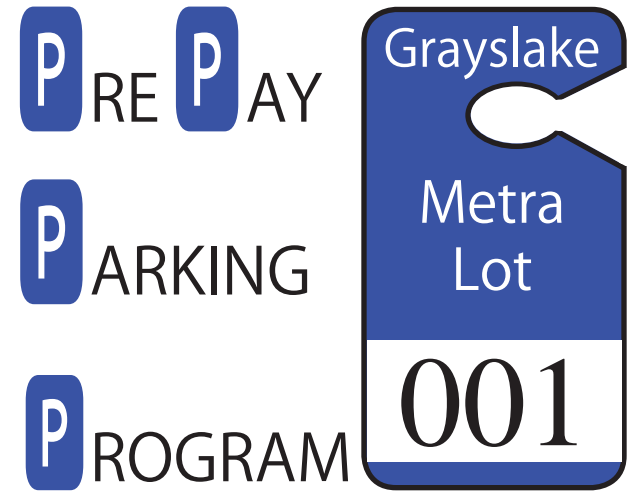
TO REACTIVATE

Call the Village's Request For Service System at 847-223-8515

GENERAL RULES

- PrePay Parking is permitted in any parking space.
- A hang tag can be transferred to any vehicle.
- **Hang tags must be visible and placed on the vehicles rearview mirror or the vehicle will be ticketed. Tickets will not be voided even if the owner shows proof of PrePay Parking registration at a later time.**
- **The PrePay Program is for unlimited monthly parking. The fee is not based on the number of times a person parks in the lot. Therefore, the Village will not prorate, or credit an account based on usage.**
- Lost or stolen hang tags should be reported to Village Hall at 847-223-8515. You will be issued a new hang tag at no extra charge for the first time. You may be charged \$5.00 if more than one is lost or stolen.
- Failures in automatic withdrawals will result in an invalid hang tag. Vehicles with invalid hang tags will be ticketed.

PURCHASE OF A HANG TAG DOES NOT GUARANTEE A PARKING SPACE.



\$35.00

Per Month

Unlimited Parking

Why Pay Everyday? Enroll Only Once!!

Directions Inside For Easy Enrollment



TO ACTIVATE:

Include With This Application: (1) the \$35 initial payment (cash or check payable to the Village of Grayslake) and (2) a Voided Check:

Mail To:
Village of Grayslake
10 S. Seymour Ave.
Grayslake, IL 60030

Bring To: (8 a.m. - 5 p.m. Monday - Friday)
Grayslake Village Hall

Drop Off: 24 Hour Drop Box
North Side of the Grayslake Village Hall

If mailed or placed in the drop box, a hang tag will be mailed to the address provided. If brought to Village Hall, a hang tag will be provided to you.

AVOID TICKETS

Please read the program description and all the program regulations to help avoid unnecessary tickets.

TO DISCONTINUE SERVICE:

Return your hang tag to the Village Hall at least 1 day before the withdrawal date (1st of every month) to ensure that your account will not be charged for parking. If you are late you will be charged.

8 a.m. - 5 p.m. Monday - Friday
Grayslake Village Hall

24 Hour Drop Box:
North Side of the Grayslake Village Hall

**DO NOT MAIL THE HANG TAG!
DELIVERY DATES CANNOT BE GUARANTEED.**

TO REACTIVATE:

Call the Request For Service System:
847-223-8515

METRA PREPAY PARKING PROGRAM REGISTRATION

CUSTOMER NAME: _____

CUSTOMER ADDRESS: _____
Street: City: State: Zip:

PHONE NUMBER: _____ EMAIL: _____

AFTER INITIAL ENROLLMENT PREPAY PARKING WILL BEGIN THE FIRST DAY OF THE NEXT MONTH, UNLESS OTHERWISE SPECIFIED.

I WISH TO BEGIN PREPAY PARKING (CIRCLE): [THE FIRST DAY OF THE NEXT MONTH] [IMMEDIATELY]

PLEASE READ THE PROGRAM DESCRIPTION FOR MORE DETAILS.

A VOIDED CHECK IS NEEDED IN ORDER TO PROCESS THIS REGISTRATION

ACCOUNT HOLDER MUST BE OVER 18 YEARS OF AGE

AUTHORIZED SIGNATURE (CHECK SIGNER)

I agree to the terms stated below.

AGREEMENT AND DISCLOSURE STATEMENT:

PREPAY PROGRAM ACKNOWLEDGEMENT

I have read and understand all the rules & regulations concerning the Village of Grayslake's Metra PrePay Program. I acknowledge that the PrePay Program is for unlimited parking each month and no refunds will be given based on lot usage. If the hang tag is not returned to Village Hall by the return date of a specific month, the withdrawal will be made and no refunds will be given.

AUTOMATIC DEBIT

The initial \$35 (payable by cash or check) fee is payment for the first month of unlimited parking. The \$35 automatic debit will begin the following month and will continue until the hang tag is returned to the Grayslake Village Hall.

RECORD OF PAYMENT

Your monthly bank statement will indicate the amount and date of your automatic debit. Retain this record as proof of payment. If a question arises regarding your debit, you must notify us and your financial institution within sixty (60) days.

PAYMENT DATE

The predetermined amount will be transferred from your account on the 1st of each month. If the 1st falls on a weekend or holiday, your account will be debited on the next business day. You are responsible for having sufficient funds in your designated account on the payment date. You are responsible for any fees associated with non-sufficient funds. PrePay may be cancelled by the Village if two payments are returned within a 12 month period.

TERMINATION

Automatic debit will continue until the hang tag is returned to the Grayslake Village Hall.

ACCOUNT/ADDRESS CHANGE

Notify the Village of any account or address changes as soon as possible.