



Transportation, Traffic and Parking

# City of New Haven

200 Orange Street, G3  
New Haven, CT 06510

Justin Elicker  
Mayor

Sandeep Aysola  
Director

## METER BAG REQUEST FORM

PLEASE EMAIL REQUEST TO [fvecchio@newhavenct.gov](mailto:fvecchio@newhavenct.gov) and [mmason@newhavenct.gov](mailto:mmason@newhavenct.gov)

5 BUSINESS DAY MINIMUM NOTICE REQUIRED TO GUARANTEE A RESERVATION  
A NOTICE LESS THAN 5 BUSINESS DAYS MAY RESULT IN YOUR APPLICATION BEING DENIED

PLEASE NOTE: The need for bags in those areas must be demonstrated at the time of application in order to obtain permission to use meter bags in those areas. You will be notified if there are any issues or questions about your request. **Time to pick up is usually *the business day before usage from 1PM to 4PM.*** Please return bag(s) with Return form before 11 AM to avoid being charged for an additional day of usage.

Company/Resident Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Date Bags needed: \_\_\_\_\_ Length of use: \_\_\_\_\_

Location to be used: \_\_\_\_\_ No. of bags needed: \_\_\_\_\_

Meter Numbers: \_\_\_\_\_

Reason for use: \_\_\_\_\_

Permit Number if applicable: \_\_\_\_\_ Company ID: \_\_\_\_\_

Name of Person Picking Up Bags: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

DO NOT WRITE BELOW LINE OFFICE USE ONLY

KEY # \_\_\_\_\_ DEPOSIT \_\_\_\_\_ COST \_\_\_\_\_

| BAG NUMBER |  |  |  |
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DAY STAMP ORDER PICKUP

The Meter bag rental fee is \$20.00 per bag per day and will be billed on a basis of a six (6) day week (Sundays and Holidays excluded). A deposit of \$50.00 per bag is required in advance. This deposit shall be forfeited if the bag is not returned for any reason, or is the bag is destroyed. A \$50.00 fee will be charged for lost or damaged bags and a \$15.00 fee will be charged for a lost or broken key. A late fee of \$50.00 per bag will be assessed for every 120 days that an account is past due.



Mayor John DeStefano, Jr. info@newhaven.com