



CITY OF PASO ROBLES

Downtown Parking
Paid Parking and Parking Citation
Refund Request

PLEASE READ THE ENTIRE REFUND REQUEST FORM BEFORE SIGNING AND RETURNING

INSTRUCTIONS

1. Refunds are only being issued for fees paid to park in the downtown and parking citations issued and paid for failure to pay to park in the downtown between the period of February 6, 2023, and February 6, 2024.
2. Refund request forms must be completed and submitted within 120 days from XX/XX/XXXX. (Official date to be determined once refund request information is made available on the City website.)
3. Proof of payment of parking sessions and downtown parking citations must be submitted with refund request form. Acceptable forms of proof of payment include: parking meter receipt, parking app receipt/screenshot, text to pay screenshot, citation payment receipt, credit card or bank statement, cancelled check.
4. A physical signature is required on refund request form. Digital or typed signatures will not be accepted.
5. Completed refund request forms and proof of payment can be submitted via the following:

Email: DTPKrefund@prcity.com

Mail: City of Paso Robles
Attn: Downtown Parking Refunds
900 Park Street
Paso Robles, CA 93446

In Person: City of Paso Robles Police Department
900 Park Street
Paso Robles, CA 93446



CITY OF PASO ROBLES

Downtown Parking
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NAME: _____

MAILING ADDRESS: _____

PHONE NO.: _____

PAID PARKING SESSIONS - REFUND REQUEST

Please list each paid parking session individually, include additional pages if necessary.

PROOF OF PAYMENT MUST BE ATTACHED TO THIS FORM - SEE INSTRUCTIONS FOR FURTHER DETAILS

Date of Session	Time of Session	License Plate #	Paid Amount	Proof of Payment Attached?
TOTAL FROM ADDITIONAL PAGES				
TOTAL PAID PARKING SESSION REFUND REQUESTED			_____	_____

DOWNTOWN PARKING CITATION - REFUND REQUEST

Please list each parking citation individually, include additional pages if necessary.

PROOF OF PAYMENT MUST BE ATTACHED TO THIS FORM - SEE INSTRUCTIONS FOR FURTHER DETAILS

Date of Citation	Time of Citation	License Plate #	Paid Amount <small>(include late fees/ DMV fees/processing fees)</small>	Date Citation Paid	Proof of Payment Attached?
TOTAL FROM ADDITIONAL PAGES					
TOTAL PARKING CITATION REFUND REQUESTED			_____	_____	_____



CITY OF PASO ROBLES DOWNTOWN PARKING
REFUND REQUEST - CONTINUED

NAME: _____

RELEASE AND WAIVER - REFUND REQUEST

A PHYSICAL SIGNATURE IS REQUIRED TO BE ELIGIBLE FOR REFUND

Release and Waiver of Further Refund Claims. In exchange for a refund of parking fees and/or citation charges as set forth in this document, the person signing below ("Claimant"), on behalf of Claimant, and their heirs, assigns and representatives, hereby fully, finally and forever discharges the City of El Paso de Robles ("City"), and its officers, officials, employees and agents from any and all claims, demands, liabilities or causes of action, in law or in equity, of any nature whatsoever, known or unknown, which the Claimant now or may have against the City arising out of the parking fees charged by the City and citations issued related to failure to pay parking fees prior to February 7, 2024 ("Disputed Fee/Charges"). Claimant further covenants not to sue, or participate in any lawsuit regarding the Disputed Fees/Charges. Any refund provided by the City shall not constitute any admission by the City of wrongdoing or liability in connection the Disputed Fees/Charges.

By signing this form you are claiming that the information above is true and correct.

PRINT NAME: _____

SIGNATURE: _____

DATE: _____

OFFICE USE ONLY

Date Received: _____ Total Paid Parking Refunds Authorized: _____ 2382110-47116

Sessions Validated by: _____ Total Citation Refunds Authorized: _____ 2382110-44030

Citations Validated by: _____ Payment Authorized by: _____

Authorized Date: _____



DOWNTOWN PARKING - REFUND REQUEST
CONTINUED

NAME: _____

ADDITIONAL PAID PARKING SESSIONS - REFUND REQUEST

Please list each paid parking session individually, include additional pages if necessary.

PROOF OF PAYMENT MUST BE ATTACHED TO THIS FORM - SEE INSTRUCTIONS FOR FURTHER DETAILS

Table with 5 columns: Date of Session, Time of Session, License Plate #, Paid Amount, Proof of Payment Attached? Includes a total row at the bottom.

ADDITIONAL DOWNTOWN PARKING CITATION - REFUND REQUEST

Please list each parking citation individually, include additional pages if necessary.

PROOF OF PAYMENT MUST BE ATTACHED TO THIS FORM - SEE INSTRUCTIONS FOR FURTHER DETAILS

Table with 6 columns: Date of Citation, Time of Citation, License Plate #, Paid Amount (include late fees/ DMV fees/processing fees), Date Citation Paid, Proof of Payment Attached? Includes a total row at the bottom.