



349 4<sup>th</sup> Avenue SE  
Cedar Rapids, IA 52401  
PH: 319-365-7275 FX: 319-366-1458  
www.parkcedarrrapids.com

### Meter Hooding/Placarding Request & Agreement

updated 2-11-25

Date to hood: \_\_\_\_\_ Time needed: \_\_\_\_\_  
Date to unhood: \_\_\_\_\_ Time to unhood: \_\_\_\_\_  
Job #: \_\_\_\_\_ Project Manager: \_\_\_\_\_ Dept: \_\_\_\_\_  
Meter Spaces Requested #:

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Name (First, MI, Last): \_\_\_\_\_  
Applicant Email: \_\_\_\_\_  
Phone number: \_\_\_\_\_  
Reason/Event: \_\_\_\_\_

**Billing Information:**

Business/Entity Requesting Meter Hooding: \_\_\_\_\_  
Relationship to Business/Entity: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
\*Business Email (for invoicing): \_\_\_\_\_  
Business Phone: \_\_\_\_\_

**Meter Hooding Agreement and Conditions:**

On-street and off-street meter requests are subject to availability and subject to change or cancellation based on operational needs at any time for any reason. Submitting a request for meter hooding does not guaranty meter hooding. See **Meter Hooding Supplement** for a list of rules and regulations, as well as current fees associated with meter hooding services. A copy of the Meter Hooding Supplement can and/or will be provided to you by a member of the Park Cedar Rapids staff. Requests along with signed agreement must be submitted 48 hours in advance for review and approval. Any additional concerns or questions regarding the meter hooding program can be directed to the **Park Cedar Rapids Office at 319-365-7275 or 319-423-7060 after hours.**

Rules and Regulations are subject to change based on operational needs/ concerns at any time for any reason.

***Any balances over 30 days may accrue late fees in the amount of 10% per month.***

Automated Clearing House (ACH) is available. Returned checks or non-sufficient funds ACH payments will result in an overdraft fee and can result in the cancellation of parking privileges. Make checks payable to Park Cedar Rapids.

**I HAVE READ, FULLY UNDERSTAND, AND AGREE TO ALL TERMS AND CONDITONS ABOVE AS WELL AS HAVE RECEIVED/ REVIEWED THE METER HOODING SUPPLEMENT CONTAINING RULES AND REGULATIONS PERTAINING TO METER HOODING.**

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