



# CORPORATION OF HARPERS FERRY

Town Hall · 1000 Washington Street, P.O. Box 217, Harpers Ferry, West Virginia 25425

Phone: (304) 535-2206      www.harpersferrywv.us

## APPLICATION FOR LODGING BUSINESS PARKING PERMIT JANUARY 1, 2024 THRU DECEMBER 31, 2024

Date \_\_\_\_\_

**Business Name:** \_\_\_\_\_

**Street Address  
for Business:** \_\_\_\_\_

Type of Business:    Bed & Breakfast ☐                      Short-Term Rental ☐

Owner's Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Driver's License # \_\_\_\_\_

**Vehicle** \_\_\_\_\_

Make \_\_\_\_\_

Model \_\_\_\_\_

Year \_\_\_\_\_

Color \_\_\_\_\_

License Plate # \_\_\_\_\_

Last 4 digits of VIN \_\_\_\_\_

Business owners who do not reside within the Corporation of Harpers Ferry can purchase a business parking permit hang tag for their vehicle and for their employees. You **MUST** have a current driver's license, vehicle registration for each owner's vehicle, a valid business license when submitting the application, and be current with B&O taxes when submitting the application.

Temporary guest parking permits will be sold in packets of ten. Each permit will expire after three days of issuance by the business owner. The permit does not imply reserved parking and are not valid on Washington Street or Potomac Street. Lodging permits are available only for Town-licensed STRs and B&Bs located in the Residential Zone that are current with B&O tax payments.

Application **MUST** be complete, and all required documents **MUST** be provided with application for it to be processed.

Lodging Business Guest Parking Permit Fee: \$30.00 per packet of ten (10)

**LODGING BUSINESS GUEST PARKING PERMIT RECORD**  
**JANUARY 1, 2024 THRU DECEMBER 31, 2024**

**INITIAL PURCHASE**

Date: \_\_\_\_\_ Taxes Verified ☐ Permits Issued ☐ Initials \_\_\_\_\_ # of packets \_\_\_\_\_

Payment Type  
Cash ☐ Check ☐ # \_\_\_\_\_ Amount \$ \_\_\_\_\_ Receipt # \_\_\_\_\_ Initials \_\_\_\_\_

**ADDITIONAL PURCHASES**

Date: \_\_\_\_\_ Taxes Verified ☐ Permits Issued ☐ Initials \_\_\_\_\_ # of packets \_\_\_\_\_

Payment Type  
Cash ☐ Check ☐ # \_\_\_\_\_ Amount \$ \_\_\_\_\_ Receipt # \_\_\_\_\_ Initials \_\_\_\_\_

Date: \_\_\_\_\_ Taxes Verified ☐ Permits Issued ☐ Initials \_\_\_\_\_ # of packets \_\_\_\_\_

Payment Type  
Cash ☐ Check ☐ # \_\_\_\_\_ Amount \$ \_\_\_\_\_ Receipt # \_\_\_\_\_ Initials \_\_\_\_\_

Date: \_\_\_\_\_ Taxes Verified ☐ Permits Issued ☐ Initials \_\_\_\_\_ # of packets \_\_\_\_\_

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