

RESTAURANT AND RETAIL PARKING PROGRAM
TERMS AND CONDITIONS

To qualify for the Restaurant and Retail Program rate:

1. Applicant must own or operate a small business (restaurant and/or retail) location that is located within a 1/2 mile of an Albany Parking Authority Garage (Quackenbush, Riverfront or Green-Hudson) and provide proof of the businesses location, such as copy of the business's lease, along with proof of small business status, such as copy of a small business certification, prior to the purchase of their parking passes.
2. Applicant must provide proof of employment, such as a certified payroll list, for each employee that is issued a parking pass under their account.
3. Applicant is responsible for any fees associated with the passes purchased under their account.
4. Applicant must agree to comply with all Albany Parking Authority rules and regulations.
5. Program availability is based on current garage occupancy and is at the discretion of the Albany Parking Authority.
6. Proof of the business's location and small business status must be resubmitted every 12 months to maintain the applicant's eligibility for this program.
7. The Albany Parking Authority reserves the right to request a copy of the lease for the business's location, additional proof of small business status and/or current proof of employment at any time after the initial sale to confirm the continued eligibility of the account and/or pass holders.
8. All passes purchased as a part of the Restaurant and Retail Pass Program will be automatically renewed on the 25th of each month for the following month and will continue to do so until terminated by the applicant prior to their next renewal date.
9. Requests to cancel one or more parking passes under the Restaurant and Retail Program must be sent in writing and received by the Albany Parking Authority no later than 30 days prior to the 1st of the month you wish your cancellation to take effect on.