

2026 Business Parking Pass Application



PLEASE INDICATE THE FOLLOWING:

1. Is your business located in the Island Town Center? **Yes / No**
2. Do you **OWN** the business property or **RENT/LEASE** the business property? **Own / Lease**

Rental Agency/ Landlord Information: _____ Phone: _____

REQUIRED DOCUMENTS:

- Driver's License- Surf City residence not required
- Lease Agreement
- Proof of Surf City Business Registration

To receive complimentary passes, all businesses must complete a business registration application with the Town of Surf City. To register follow the link: <https://surfcitync.portal.opengov.com/categories/1080>

BUSINESSES PARKING REGULATIONS:

Island Town Center Businesses: Businesses located within the Island Town Center (ITC) will be issued four (4) complimentary parking passes. These ITC businesses can receive additional parking passes at the below reduced rate.

- All additional ITC Business Passes are \$100 each.

For those ITC businesses applying for more than 4 passes, an email will be sent with an invoice once your application is approved. In this email, you will the provided payment portal link that will re-direct you to make a payment via credit card/debit card.

All other Businesses which are located outside of the Island Town Center will receive two (2) complimentary parking passes. No additional parking passes may be purchased.

Business parking pass registration will be managed and maintained by the business owner/manager only. Changes in plate registrations due to employee turnover must be emailed to surfcityparkingmanager@pivotparking.com

ENTER LICENSE PLATES LEGIBLY AND WITHOUT DASHES (I.E. STU1234, SURF#25)

Business Name			
Contact Name			
Phone			
Email			
Business Address			
Federal Tax ID#			
Surf City Business Registration #			
Vehicle Plate #1			
Vehicle Plate #2			
Vehicle Plate #3 (ITC only)		Vehicle Plate #9 (ITC only)	
Vehicle Plate #4 (ITC Only)		Vehicle Plate #10 (ITC Only)	
Vehicle Plate #5 (ITC only)		Vehicle Plate #11 (ITC only)	
Vehicle Plate #6 (ITC Only)		Vehicle Plate #12 (ITC Only)	
Vehicle Plate #7 (ITC only)		Vehicle Plate #13 (ITC only)	
Vehicle Plate #8 (ITC Only)		Vehicle Plate #14 (ITC Only)	

*Additional plate numbers for passes may be written on the back.

For Staff Only				
Hurricane Re-Entry decals issued: Decal #1:		Decal #2:		
Permits issued:				
Total Due:				
Check	Cash	Credit	Received by	Date
\$	\$	\$		