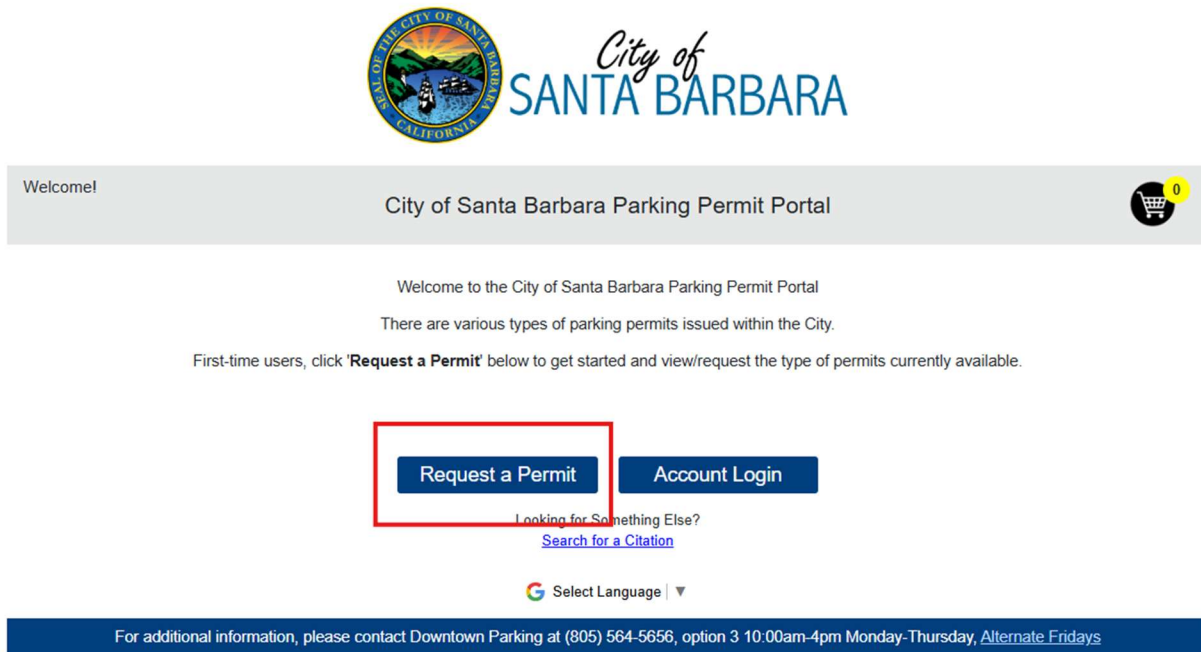


# Residential Parking Permit Sign-Up Instructions

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## 1. Online Parking Permit Portal

1. Use the web link <https://santabarbaraca.permitinfo.net/index.aspx>
2. For all first-time customers, select “Request a Permit”



City of Santa Barbara Parking Permit Portal

Welcome to the City of Santa Barbara Parking Permit Portal

There are various types of parking permits issued within the City.

First-time users, click 'Request a Permit' below to get started and view/request the type of permits currently available.

[Request a Permit](#) [Account Login](#)

Looking for Something Else?  
[Search for a Citation](#)

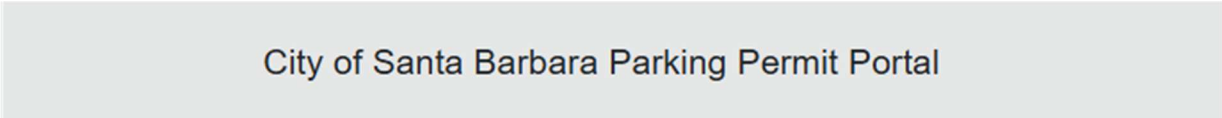
Select Language | ▼

For additional information, please contact Downtown Parking at (805) 564-5656, option 3 10:00am-4pm Monday-Thursday, [Alternate Fridays](#)

# Residential Parking Permit Sign-Up Instructions

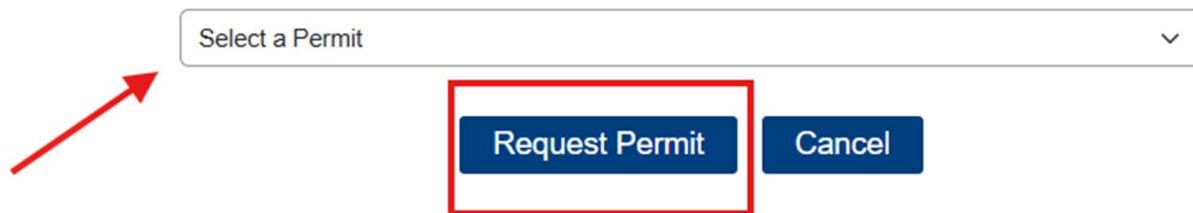
## Select Your Permit Type

- From the dropdown menu, select which permit you would like to apply for.
  - “Residential Parking: Annual Vehicle Permit”** – This type of permit is vehicle specific and should only be used for the resident’s vehicle.
  - “Residential Parking: Annual Visitor Permit”** – This type of permit can be used by both visitors and residents.
  - “Residential Parking: Daily Guest Permit”** – This type of permit can be used by both visitors and residents. The permit is only good for the date selected.
- Once you’ve selected your permit type, select **“Request Permit”**
  - Note: Each address can have up to 3 annual vehicle permits, 1 annual visitor permit, and 365 daily guest permits. If you would like to purchase multiple permits in one transaction, you will request one permit first and then select **“Continue Shopping”** after adding the first permit to your cart.

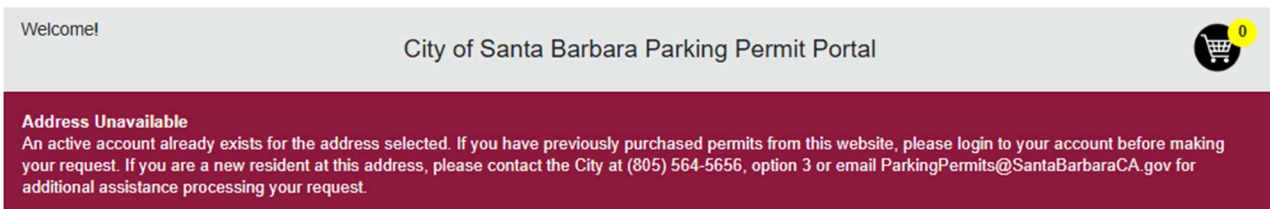


### Need a Permit? Please Select from the Choices Below:

If you have requested permits through this website in the past, please [login to your account](#) before proceeding.



- Each address can only have one active account at a time. If multiple people live at one address, please share one account for all your parking permits. If you move into a new address and receive the below notice, please reach out to Downtown Parking for help proceeding with a new account.



# Residential Parking Permit Sign-Up Instructions

## 1.1.1 Apply for an Annual Vehicle Permit

### Residential Parking : Annual Vehicle Permit

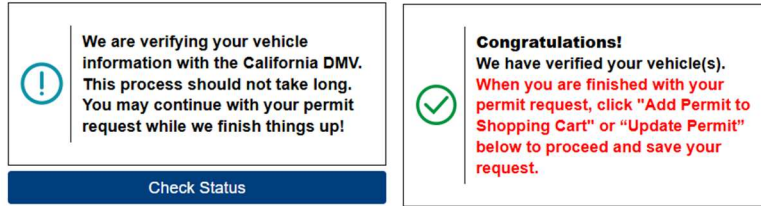
<p><b>Permit Holder Information</b></p> <p>First Name *</p> <input type="text"/>  Last Name * <input type="text"/>  Phone Number * <input type="text" value="000000000"/>  Email Address * <input type="text"/>	<p><b>Click Here to Add a Vehicle</b></p> <p>Click the button above to add a vehicle to this permit.</p> <p>0 Vehicle(s) (S.B.M.C. 10.46.062)</p> <p>Permits will NOT be issued to:</p> <ul style="list-style-type: none"><li>• Property owners or landlords who do not reside full-time at an eligible address.</li><li>• Property managers.</li><li>• Owners or occupants of vacation or short-term rental properties.</li><li>• Vehicles with out-of-state registration.</li><li>• Vehicles used primarily for commercial purposes (taxis, limos, etc.).</li><li>• Vehicles exceeding 7'6" in height and 22 feet in length.</li><li>• Any one person at more than one address.</li><li>• Business entities.</li><li>• Business addresses or addresses that are used primarily for commercial purposes.</li></ul>	<p><input type="checkbox"/> * I certify under penalty of perjury that all information entered and any supporting document(s) uploaded with this application is true and correct.</p> <p>The issuance of a resident parking permit by the City of Santa Barbara is not an approval of the legality of any dwelling unit. Permit fees are non-refundable and are not pro-rated. Any person falsely representing themselves as eligible for a parking permit or submitting false information on an application form or supporting document may be fined, imprisoned, or both (SBMC 10.46.110 &amp; 1.28.020).</p> <p><b>Required Documentation *</b> Please provide the following required documentation: <b>Failure to submit the required documentation may result in a denial of the permit.</b></p> <p><b>1. Proof of Residency</b> <b>Please provide ONE of the following:</b></p> <ul style="list-style-type: none"><li>• Current Signed Lease Current signed lease must reflect the selected address as the leased address, show the applicants name, and show the applicant and landlords signatures.</li><li>• Current Mortgage Statement</li></ul> <p><b>AND</b></p> <p><b>2. ONE Piece of Official Mail</b> Official mail must reflect the selected address as the mailing address, applicants name &amp; dated within the last 90 days.</p> <p>Upload up to 4 file(s) by clicking 'Choose File' below:</p> <p><input type="button" value="Choose File"/></p>
<p><b>Address Information</b></p> <p>Address *</p> <input type="text" value="Select Address"/>		

1. Fill in the **“Permit Holder Information”** on the left-hand side of the screen.
  - a. **Note:** Annual Vehicle Permits are to be used by the resident only. Please read through the **“Permits will not be issued to”** section in the middle of the screen for additional information.
  - b. **Note:** If there are multiple people living at one address, please update the First Name and Last Name for each permit holder, the email address will stay as the email listed on the account.
2. Begin typing in your residential address under **“Address Information.”**
  - a. If your address is not listed, please call the Downtown Parking Permit Counter at (805) 564-5656, option 3, to see if you’re eligible for a residential parking permit.
3. Select **“Click Here to Add a Vehicle”**
  - a. Fill in all required registered owner and vehicle information.
  - b. If your vehicle is registered at the residential address you are applying for the permit for, you may select to use the **“Online Vehicle Verification.”** The system will automatically verify your registration status with the DMV in real time.

# Residential Parking Permit Sign-Up Instructions

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- i. If you select “**Online Vehicle Verification**” you will see the following information while applying for your permit:



- c. If your vehicle is not registered at the residential address you are applying for the permit for, please upload a copy of your current California vehicle registration.
4. Check the box acknowledging the statement that all documents are true and correct.
5. **Upload ALL required documentation**
  - a. **For new applicants, Proof of Residency is required.** Proof of residency can be one of the following documents:
    - i. **Current Signed Lease.** Your lease must reflect the selected address, list the applicants name as the lessee, and include both the applicant and landlords’ signatures.
    - ii. **Current Mortgage Statement.**
  - b. **For ALL applicants, one piece of official mail is required.** Official mail must reflect the selected address as the mailing address, applicants name, and be dated within the last 90 days.
    - i. Service addresses will not be accepted for the piece of mail.
6. Select “**Add Permit to Shopping Cart**”
7. *If you’re applying for multiple permits, see more information below in section 1.1.4.*
  1. *If you’re finished applying, select “**Save and Continue**” to check out now, see more information below in section 1.2.*

# Residential Parking Permit Sign-Up Instructions

## 1.1.2 Apply for an Annual Visitor Permit

### Residential Parking : Annual Visitor Permit

<p><b>Permit Holder Information</b></p> <p>First Name *</p> <input type="text"/>  Last Name * <input type="text"/>  Phone Number * <input type="text" value="0000000000"/>  Email Address * <input type="text"/>	<p><a href="#">Click Here to Add a Vehicle</a></p> <p>You may add up to 10 vehicles to this permit.</p> <p>Click the button above to add a vehicle to this permit.</p> <hr/> <p>0 Vehicle(s)</p> <p>(S.B.M.C. 10.46.062)</p> <p>Permits will NOT be issued to:</p> <ul style="list-style-type: none"><li>• Property owners or landlords who do not reside full-time at an eligible address.</li><li>• Property managers.</li><li>• Owners or occupants of vacation or short-term rental properties.</li><li>• Vehicles used primarily for commercial purposes (taxis, limos, etc.).</li><li>• Vehicles exceeding 7'6" in height and 22 feet in length.</li><li>• Any one person at more than one address.</li><li>• Business entities.</li><li>• Business addresses or addresses that are used primarily for commercial purposes.</li></ul>	<p><input type="checkbox"/> * I certify under penalty of perjury that all information entered and any supporting document(s) uploaded with this application is true and correct.</p> <p>The issuance of a resident parking permit by the City of Santa Barbara is not an approval of the legality of any dwelling unit. Permit fees are non-refundable and are not pro-rated. Any person falsely representing themselves as eligible for a parking permit or submitting false information on an application form or supporting document may be fined, imprisoned, or both (SBMC 10.46.110 &amp; 1.28.020).</p> <p><b>Required Documentation *</b></p> <p>Please provide the following required documentation:</p> <p><b>Failure to submit the required documentation may result in a denial of the permit.</b></p> <p><b>1. Proof of Residency</b></p> <p><u>Please provide ONE of the following:</u></p> <ul style="list-style-type: none"><li>• Current Signed Lease</li></ul> <p>Current signed lease must reflect the selected address as the leased address, show the applicants name, and show the applicant and landlords signatures.</p> <ul style="list-style-type: none"><li>• Current Mortgage Statement</li></ul> <p><b>AND</b></p> <p><b>2. ONE Piece of Official Mail</b></p> <p>Official mail must reflect the selected address as the mailing address, applicants name &amp; dated within the last 90 days.</p> <p>Upload up to 4 file(s) by clicking 'Choose File' below:</p> <p><input type="button" value="Choose File"/></p>
<p><b>Address Information</b></p> <p>Address *</p> <input type="text" value="Select Address"/>		

1. Fill in the “**Permit Holder Information**” on the left-hand side of the screen.
  - a. Note: Visitor Permits can be used by both the resident and their guests. The information typed into “**Permit Holder Information**” should be the **resident’s information**.
2. Begin typing in your residential address under “**Address Information.**”
  - a. If your address is not listed, please call the Downtown Parking Permit Counter at (805) 564-5656, option 3, to see if you’re eligible for a residential parking permit.
3. Select “**Click Here to Add a Vehicle**”
  - a. Note: You can have up to 10 different vehicles on your account at one time under the Annual Visitor Permit. Only **ONE** vehicle can use the permit at a time.

# Residential Parking Permit Sign-Up Instructions

### Add a Vehicle to this Permit

To add a vehicle to this permit, complete the information below. Click 'Save Vehicle Information' to continue or click 'Cancel' to return to the prior screen.

License Plate \*


Plate State \*

CALIFORNIA ▾

- b. Fill in all required vehicle information, and select “**Save Vehicle Information**”
  - c. Complete this step to add additional vehicles to this permit.
4. To make a vehicle active, mark the box next to the desired plate.
- a. If you try to activate more than one plate at a time, you will receive the below error. You may have up to 10 plates listed on this permit but only one active at a time.

Welcome!

City of Santa Barbara Parking Permit Portal



**Max active vehicle count**  
Maximum active vehicle count already set. Please deactivate a vehicle first.

5. Check the box acknowledging the statement that all documents are true and correct.
6. **Upload ALL required documentation**
  - a. Note: Visitor Permits can be used by both the resident and their guests. The uploaded documents should be the **resident's information**.
  - b. **For new applicants, Proof of Residency is required.** Proof of residency can be one of the following documents:
    - i. **Current Signed Lease.** Your lease must reflect the selected address, list the applicants name as the lessee, and include both the applicant and landlords' signatures.
    - ii. **Current Mortgage Statement.**
  - c. **For ALL applicants, one piece of official mail is required.** Official mail must reflect the selected address as the mailing address; applicants name and be dated within the last 90 days.
    - i. Service addresses will not be accepted for the piece of mail.
7. Select “**Add Permit to Shopping Cart**”
8. *If you're applying for multiple permits, see more information below in section 1.1.4.*
2. *If you're finished applying, select “**Save and Continue**” to check out now, see more information below in section 1.2.*

# Residential Parking Permit Sign-Up Instructions

## 1.1.3 Apply for a Daily Guest Permit

### Residential Parking : Daily Guest Permit \$5.00

<p><b>Permit Holder Information</b></p> <p>First Name *</p> <input type="text"/> <p>Last Name *</p> <input type="text"/> <p>Phone Number *</p> <input type="text" value="0000000000"/> <p>Email Address *</p> <input type="text"/> <p><b>Address Information</b></p> <p>Address *</p> <input type="text"/> <p>You are in parking area</p> <p>To view the parking area map, please click <a href="#">here</a>.</p> <p>Permit is only valid in the permit area where the selected address is located.</p> <p>Permit Date *</p> <input type="text" value="05/01/2026"/>	<p><a href="#">Click Here to Add a Vehicle</a></p> <p>Click the button above to add a vehicle to this permit.</p> <p>0 Vehicle(s)</p> <p>(S.B.M.C. 10.46.062)</p> <p>Permits will NOT be issued to:</p> <ul style="list-style-type: none"><li>Property owners or landlords who do not reside full-time at an eligible address.</li><li>Property managers.</li><li>Owners or occupants of vacation or short-term rental properties.</li><li>Vehicles used primarily for commercial purposes (taxis, limos, etc.).</li><li>Vehicles exceeding 7'6" in height and 22 feet in length.</li><li>Any one person at more than one address.</li><li>Business entities.</li><li>Business addresses or addresses that are used primarily for commercial purposes.</li></ul>	<p><input type="checkbox"/> * I certify under penalty of perjury that all information entered and any supporting document(s) uploaded with this application is true and correct.</p> <p>The issuance of a resident parking permit by the City of Santa Barbara is not an approval of the legality of any dwelling unit. Permit fees are non-refundable and are not pro-rated. Any person falsely representing themselves as eligible for a parking permit or submitting false information on an application form or supporting document may be fined, imprisoned, or both (SBMC 10.46.110 &amp; 1.28.020).</p>
--	--	--

[Go Back](#) [Add Permit to Shopping Cart](#) [Cancel](#)

- Fill in the “**Permit Holder Information**” on the left-hand side of the screen.
  - Note: Daily Guest Permits can be used by both the resident and their guests. The information typed into “**Permit Holder Information**” should be the **resident’s information**.
- Begin typing in your residential address under “**Address Information**.”
  - If your address is not listed, please call the Downtown Parking Permit Counter at (805) 564-5656, option 3, to see if you’re eligible for a residential parking permit.
- Select the date that this permit will be valid for under “**Permit Date**”
  - Note: Once submitted, the date that the permit is valid for cannot be changed.
- Select “**Click Here to Add a Vehicle**”

**Add a Vehicle to this Permit**

To add a vehicle to this permit, complete the information below. Click 'Save Vehicle Information' to continue or click 'Cancel' to return to the prior screen.

License Plate \*

Plate State \*

[Save Vehicle Information](#) [Cancel](#)

- Fill in all required vehicle information, and select “**Save Vehicle Information**”


# Residential Parking Permit Sign-Up Instructions

7. Check the box acknowledging the statement that all documents are true and correct.
8. Once all information is filled in, select **“Add Permit to Shopping Cart”**
9. *If you’re applying for multiple permits, see more information below in section 1.1.4.*
10. *If you’re finished applying, select **“Save and Continue”** to check out now, see more information below in section 1.2.*

## 1.1.4 Applying for Multiple Permits

Welcome!

City of Santa Barbara Parking Permit Portal





### Shopping Cart

The following item(s) have been added to your shopping cart. Click an item description to view or edit the shopping cart item.  
Click 'Save and Continue' to complete your purchase or click 'Continue Shopping' to add more items to your cart.

Failure to click the 'Save and Continue' button below and completing this permit request transaction will result in lost changes and/or requests.

There are item(s) in your cart that require additional review and are not yet approved.

ITEM DESCRIPTION	QTY	PRICE EACH	TOTAL
  <a href="#">Residential Parking : Annual Vehicle Permit</a> <a href="#">Expiration:</a> <a href="#">Parking Area:</a> <a href="#">Vehicle(s): CA-PARK</a>	1	\$45.00	\$45.00
	1		\$45.00

[Continue Shopping](#) [Save and Continue](#) [Cancel & Start Over](#)

1. To apply for additional permits, select **“Continue Shopping”**
2. You will be directed back to the drop-down menu to select your permit type.

City of Santa Barbara Parking Permit Portal

### Need a Permit? Please Select from the Choices Below:

If you have requested permits through this website in the past, please [login to your account](#) before proceeding.

Select a Permit

[Request Permit](#) [Cancel](#)

4. From the dropdown menu, select which permit you would like to apply for.
  - a. **“Residential Parking: Annual Vehicle Permit”** – This type of permit is vehicle specific and should only be used for the resident’s vehicle.

# Residential Parking Permit Sign-Up Instructions

- b. **“Residential Parking: Annual Visitor Permit”** – This type of permit can be used by both visitors and residents.
  - c. **“Residential Parking: Daily Guest Permit”** – This type of permit can be used by both visitors and residents. The permit is only good for the date selected.
5. Once you’ve selected your permit type, select **“Request Permit”**
    - a. Note: Each address can have up to 3 annual vehicle permits, 1 annual visitor permit, and 365 daily guest permits. If you would like to purchase multiple permits in one transaction, you will request one permit first and then select **“Continue Shopping”** after adding the first permit to your cart.
  6. Note: If your permits haven’t been approved yet by Downtown Parking Staff, you will need to upload your supplemental documents on each permit that you add to your cart.
  7. Continue these steps until you have added all your permits to your cart. Once you are ready to check out, select **“Save and Continue.”**

## 1.2 Checkout

### Checkout

There are item(s) in your cart that require additional review and are not yet approved. You will be notified on any further action(s) required once a review of these item(s) has been completed.

**Account Information**

Create a new account for this purchase by making a selection and completing the information below.

**Password Requirements**  
Password must be 8 or more characters in length and at least 3 of the 4 complexity requirements below:

1. Lower Case Character
2. Upper Case Character
3. Number
4. Special Character (Examples: !@#\$%^&\*)

Checkout Options \*

Create an Account Using My Email Address ▾

Email Address \*

parking@parking.com

Password \*

Confirm Password \*

**Payment Information**

Please complete the payment information below. The information provided will be used to complete a real-time payment to complete your purchase.

This transaction will appear as **‘CITATION-PERMITS PROCE IRVINE CA’** on your billing statement.

The Amount Shown Includes a Non-Refundable Convenience Fee of **\$3.50**

**Credit/Debit Card Information**

Payment Amount \*

\$48.50

Credit/Debit Card Number \*

Expire Month \*      Expire Year \*

Select Month ▾      2026 ▾

Save My Payment Information for Future Use

When selecting this option, you voluntarily choose to save your payment information online and you agree to the [Recurring Payment Agreement](#) agreement.

You agree that the information provided is accurate and you are authorized to use and provide this information for Santa Barbara parking permit purchase(s). Incorrect information may result in payment(s) being declined.

**Cardholder Information**

First Name \*

TEST

Last Name \*

TEST

Address Line 1 \*

1221 ANACAPA|ST

Address Line 2

Address Line 3

Country \*

UNITED STATES ▾

City \*

SANTA BARBARA

State \*

CALIFORNIA ▾

Zip/Postal Code \*

93101

Phone Number

805-564-5656

### 1. Create an account

City of Santa Barbara Downtown Parking – Residential Parking Permit

Page 9 of 11

# Residential Parking Permit Sign-Up Instructions

- a. Accounts are required to update your vehicle information for Annual Visitor Permits and Daily Guest Permits and will make renewal much faster each year.
- 2. Enter your **payment information**
  - a. Accepted forms of payment include Visa, Discover, Mastercard, and American Express.
    - i. American Express is accepted through Data Ticket only and is not accepted for any other permits or fees associated with Downtown Parking.
- 3. Enter **Cardholder Information** if different from resident information
  - a. This section will automatically fill in with the resident information, please update if the billing information is different.
- 4. We will no longer be issuing physical permits. **Permits will now be virtual** and are based solely on the license plate associated with the permit.
  - a. Once approved, you will receive an email confirmation verifying the area, dates, and license plate that your permit is valid for.
- 5. Verify all information is correct and select **“Complete Purchase”**
  - a. As noted below, completing your purchase does not immediately issue you a parking permit. All permits must be approved by Downtown Parking Staff before they are issued.

## 1.3 View Your Account Information

- 1. After checking out, select **“Continue to Account”**

### Sales Receipt #13953042

Date : 4/1/2026 | Transaction No : 120080527275 | Auth Code : 6VY4KR

Thank you for your purchase. The information below contains information about this transaction and has been emailed to  
You may also print a copy of this information by clicking the **Print Receipt** button shown below.

ITEM DESCRIPTION	PERMIT NO	QTY	PRICE EACH	TOTAL
Residential Parking : Annual Vehicle Permit Effective. Parking Area Vehicle(s):	2005541	1	\$45.00	\$45.00

Sub-Total : \$45.00  
Convenience Fee : \$3.50  
Total Charges : \$48.50  
VISA (1111) Payment : ( \$48.50 )  
Balance Due : \$0.00



- 2. On your dashboard, you will see your residential permits and their status.
  - a. Select **“Refresh my Permits”** to refresh the screen in case the status has been updated.
  - b. If your permit status is listed as “Approval Pending” you can request a cancellation by selecting **“Cancel Permit(s)”**. *Note:* Cancellations must be reviewed and approved by Downtown Parking Staff before the cancellation goes through. Refunds are not guaranteed, please reach out to staff for more information.

# Residential Parking Permit Sign-Up Instructions

**Permit Dashboard**

Request a New Permit

Refresh My Permits

Cancel Permit(s)

Filter by Status

Filter by Permit Type

PERMIT NO	STATUS	ITEM DESCRIPTION	VALID FROM	VALID TO	LOCATION	PERMIT HOLDER	VEHICLE(S)	QUICK LINKS
2005541	! Approval Pending	<a href="#">RESIDENTIAL PARKING : ANNUAL VEHICLE PERMIT</a>			SANTA BARBARA, CA 93105			

1 Permit(s)

**Important Things to Note:**

- \* This transaction is processed through our vendor Data Ticket, the charge on your billing statement will show as "Citation-Permits Proce Irvine CA."
- \* All transactions include a non-refundable \$3.50 convenience fee. This fee does not go to the City but instead goes to the vendor Data Ticket to cover credit card processing fees.
- \* Completing your purchase does not immediately issue you a parking permit. All permits must be approved by Downtown Parking Staff before they are issued. Permits are normally reviewed within 1-2 business days.
  - o Please check your email periodically for status of your permit. If additional documents are required, an email will be sent to you. Once your permit has been approved, you will receive an email notification.
- \* Your card will be charged for the full amount once you select Complete Purchase. If, for any reason, your application is denied, your card on file will be refunded for the full amount, minus the non-refundable convenience fee.
- \* Once a permit is approved, a refund can no longer be issued.