



## CONGESTION AND CURBSIDE MANAGEMENT PERMIT MONTHLY FEE REMITTANCE FORM

### Submission Instructions

1. Within the first 5 business days of the month, a permit holder must submit the following information:
  - Number of pick-ups during the permit period for the previous month for all vehicle types;
  - Number of drop-offs during the permit period for the previous month for all vehicle types; and,
  - The total fees to be remitted by the 15<sup>th</sup> day of the month as calculated by the permit holder, except when the 15<sup>th</sup> day falls on a weekend or holiday, in which case the fee remittance will be accepted on the following business day.
  
2. The permit holder must correct the fee remittance the following month if the data do not match municipal audits.

Permit No: \_\_\_\_\_

Operator Name: \_\_\_\_\_

Operator Address: \_\_\_\_\_

Remittance Date (YYYY-MM-DD): \_\_\_\_\_

Remittance Period (YYYY-MM): \_\_\_\_\_

Fee Type*	Fee*	Totals	Total Fee
Vehicles other than Zero-emission Vehicles and Accessible Passenger Directed Vehicles	\$0.10 per Pick Up		
Vehicles other than Zero-emission Vehicles and Accessible Passenger Directed Vehicles	\$0.10 per Drop Off		
Zero-Emission Vehicles	\$0.05 per Pick Up		
Zero-Emission Vehicles	\$0.05 per Drop Off		
<b>Total Monthly Fees</b>			

*\*All Fees are calculated based on the provisions of Bylaw No. 8768 Passenger Directed Vehicles, Geo-fencing and Loading Zone Updates.*

## **Payment Instructions**

<Submit remittance and payment via electronic funds transfer to the District of North Vancouver.>

The District of North Vancouver is collecting payment on behalf of the City and will remit payment back to the City.

This form to be submitted to [eng@cnv.org](mailto:eng@cnv.org) and [eng@dnv.org](mailto:eng@dnv.org).

## Data Conditions

1. By the 15<sup>th</sup> day of the month, a permit holder must submit the following information:
  - Number of pick-ups during the permit period for the previous month for all vehicle types;
  - Number of drop-offs during the permit period for the previous month for all vehicle types; and,
  - The total fees to be remitted by the 15<sup>th</sup> day of the month as calculated by the permit holder, except when the 15<sup>th</sup> day falls on a weekend or holiday, in which case fee remittance will be accepted on the following business day.
2. The permit holder must correct the fee remittance the following month if the data do not match municipal audits.
3. The permit holder must comply with all other permit conditions as noted in the permit.