

Alberta



Parking Placards for Persons with Disabilities

Information for Organization Placard Holders

The following provides information on the proper use of this placard.

You must become familiar with these rules and follow them.

Instruction for application

- A parking placard application form is not required.
- To apply for a placard, your organization must provide an original letter written on your organization's letterhead and signed by an authorized officer of the organization. Outline the number of placards being requested and state the intended use of the placard, along with the licence plate number(s) for each registered vehicle to any Alberta registry agent.
- Once the letter is received by the registry agent, they will confirm your organization is registered with the Government of Alberta's Corporate Registries Branch and verify the vehicles stated in the letter are registered in your organization's name. Your organization may receive one red placard per vehicle registered in your organization's name and will be valid for one year. To receive a placard the following year, your organization can resubmit an original signed letter to an Alberta registry agent.

Instruction for the use of a parking placard

- Only YOUR ORGANIZATION is entitled to use the placard.
- The issuance of a placard to an organization is a privilege, not a right. An organization to which a placard is issued can only use the placard while providing service to a client who meets the criteria of not being able to walk 50 metres (150 feet). This individual must leave the organization's vehicle while it is parked in a designated stall. Abuse of a placard may result in its cancellation and recall by the Motor Vehicles Branch.
- Organizations cannot use the placard to park in a designated stall to provide service to clients who do not meet the criteria of not being able to walk 50 metres (150 feet).
- When an organization's vehicle is parked in a designated stall, the placard must be hung from the vehicle's rear-view mirror with the registration number and expiry date visible from outside the vehicle. The client must leave the vehicle.
- The driver of the organization's vehicle must use their judgement when parking. If their client is having a "good" day and does not need to use a designated stall, please leave the stall for someone with a greater need.
- Any demonstrated abuse or misuse of a placard may result in the organization's placard being cancelled. Abuse or misuse includes altering, defacing, duplicating or otherwise tampering with the placard, using an expired placard, and using the placard while providing service to someone who can walk more than 50 metres (150 feet). Repeated abuse may result in an organization's privileges being withdrawn.
- Service Alberta may notify enforcement authorities should your placard be cancelled.
- Municipal bylaws govern designated parking stalls on both public and private property.
- The placard does NOT exempt the organization from obeying other parking laws or from paying appropriate parking fees.

- Report abuse of a parking placard or a designated parking stall to the traffic bylaw enforcement agency of the municipality in which the incident took place (a list of enforcement agencies is attached). The organization may need to provide details of the incident including the date, time, place, vehicle licence plate number and description, and placard number.
- If the organization's placard is lost, stolen or damaged, this must be reported to a registry agent office.
- If the organization's placard is no longer needed, the organization must return it to a registry agent office.
- If the organization's placard has expired, it must be destroyed.

For more information:

- Please visit Service Alberta's website at www.servicealberta.ca or call Service Alberta's Contact Centre at (780) 427-7013. If you are outside the Edmonton calling area, call toll-free, 310-0000.

Thank you for your cooperation in ensuring Albertans with the greatest needs have access to designated parking.

**ENFORCEMENT AGENCIES FOR SOME OF
ALBERTA'S MUNICIPALITIES**

City of Calgary Parking Authority
620-9th Avenue, SW
Calgary, AB
T2P 1L5
Phone: (403) 537-7000
Fax: (403) 537-7001
E-mail:
cpainquiries@calgaryparking.com

City of Medicine Hat Police Service
884 – 2nd Street S.E.
Medicine Hat, AB
T1A 8H2
Phone: (403) 529-8481
Fax: (403) 529-8473

City of Edmonton Parking
Enforcement
10250 – 101st Street NW
Edmonton, AB
T5J 3P4
Phone: (780) 423-4567
E-mail:
parkingenforcement@edmonton.ca

City of Red Deer Bylaw Enforcement
Box 5008
4914 – 48th Avenue
Red Deer, AB
T4N 3T4
Phone: (403) 342-8185
Fax: (403) 342-8200
E-mail: cityparking@reddeer.ca

City of Grande Prairie Enforcement
Services
P.O. Bag 4000
Grande Prairie, AB
T8V 6V3
Phone: (780) 538-0378
Fax: (780) 539-4604
E-mail:
enforcement@cityofgp.com

Regional Municipality of Wood Buffalo
Bylaw Enforcement
9912 MacDonald Avenue
Fort McMurray, AB
T9H 1S8
Phone: (780) 799-8888
Fax: (780) 743-4186

Lethbridge Regional Police Service
135 - 1 Avenue, S.
Lethbridge, AB
T1J 0A1
Phone: (403) 328-4444
Fax: (403) 328-6999

The logo for the province of Alberta, featuring the word "Alberta" in a stylized, cursive font with a small blue square at the end of the word.