

# TOWN OF SOUTHAMPTON

**Main Office**  
116 HAMPTON ROAD  
SOUTHAMPTON, NY 11968  
**Phone:** (631) 287-5740  
**Fax:** (631) 283-5606



## OFFICE OF TOWN CLERK SUNDY A. SCHERMEYER

**Town Clerk Annex**  
**Phone:** (631) 723-2712  
**Fax:** (631) 723-3080  
**Website:**  
[www.southamptontownny.gov](http://www.southamptontownny.gov)

Dear Long Term Permit Holder:

Enclosed please find the 2024 renewal application for the Town of Southampton Long Term Parking Permit. This permit is only valid at the Bridgehampton Train Station and the municipal parking lot behind the Candy Kitchen in the designated spaces.

Parking behind Candy Kitchen: maximum of 5 days, year round  
Parking at Bridgehampton RR Station: maximum of 14 days, Oct. 15<sup>th</sup> thru May 15<sup>th</sup>  
maximum of 7 days, May 16<sup>th</sup> thru Oct. 14<sup>th</sup>

The 2024 fees are as follows:

- Bridgehampton Parking District (BPD) Resident Permit \$95.00
- Southampton Town Resident (outside of BPD) Permit \$145.00
- Non- Resident Permit \$325.00

The following documentation is required annually when applying:

- 1) Copy of your vehicle registration.
- 2) Copy of your driver's license.
- 3) For residents of the **Bridgehampton Parking District**: please also include a copy of your current Southampton Town tax bill showing you are in the Bridgehampton Parking District.
- 4) If your driver's license does not reflect a Town of Southampton address, include a copy of your current tax bill.
- 5) **If the house is owned by a corporation or a trust, the applicant must show proof that they are part of the corporation or trust by providing the Articles of Corporation or Trust Agreement.**
- 6) Please make check payable to the Town of Southampton.
- 7) If renewing by mail, please provide a self-addressed, stamped envelope.

**Please note:** Long Term Parking permits are **not transferrable** (§312-61(F)(4)). Should you sell or replace your vehicle, you will need to remove the sticker and return it to the Southampton Town Clerk's office in order to be considered for a replacement sticker.

If you have any questions, please call (631) 287-5740. Applications may be received in person or by mail and are processed as received.

Sincerely yours,

Hon. Sundy A. Schermeyer  
Southampton Town Clerk, RMC

Enclosure: 2024 Long Term Parking Permit Application

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OFFICE OF TOWN CLERK
SUNDY A. SCHERMEYER

2024 Application for Long Term Parking

Bridgehampton Parking District \$ 95.00
Southampton Town Resident \$ 145.00
Non- Resident \$ 325.00

(PRO-RATED AFTER OCTOBER 1)

Bridgehampton Parking District \$ 18.75
Southampton Town Resident \$ 31.25
Non- Resident \$ 75.00

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For Office Use Only
Permit#:
Date:
Cash/Check:
Initials:
In Person / Self-Addressed / Town Mail

Name

Street Address

Town State Zip

Mailing Address

E-mail address (for renewal purposes)

(please print clearly)

Home Telephone # Business #

Car Information:

License Plate # State Year

Make Model Color

I hereby certify that I reside at the address set forth above, that I am the owner of the motor vehicle herein described and that I make application for a permit to park such motor vehicle in the permitted long term parking. I agree that the Town of Southampton shall not be liable for any loss of or damage to the above described motor vehicle or its equipment occurring while such vehicle is parked (Chapter 312-63).

Signature of Applicant / Date

THIS PERMIT IS NOT TRANSFERABLE (§312-61 (F) (4)
THE ISSUANCE OF THE PERMIT SHALL NOT GUARANTEE THE PERMITEE A RESERVED SPACE.

Long Term Parking will only be allowed at the following locations in designated spaces:
Behind Candy Kitchen: year round -for up to 5 days.
Bridgehampton RR Station-Oct. 15 thru May 15 up to 14 days / May 16 thru Oct. 15-up to 7 days