



**CITY OF OAKLAND
CITYWIDE COLLECTION SECTION**

PARKING TICKET PAYMENT PLAN (PROMISSORY NOTE)

PLEASE READ CAREFULLY BEFORE COMING TO CITYWIDE COLLECTIONS

TO APPLY, YOU **MUST** PROVIDE THE FOLLOWING ITEMS:

- 50% Down Payment- down payment and monthly payments may be paid by cash, cashier's check, money order, debit card w/ VISA or MasterCard logo, VISA, MasterCard or Discover. **Personal checks are not accepted;**
 - Valid Driver's License
 - Social Security Card
 - Most recent pay stub, dated within the last 30 days - if self-employed, we need most recent completed 1040 tax return, last 3 month's bank statements and if the business is in Oakland, a current business tax certificate.

Persons on disability, unemployment, SSI, SSA or any other type of assistance must provide income statement and monthly expenses or have a co-signor. Co-signor will be required to provide all documentation listed above.

There is a payment plan set up fee. The outstanding debt must be greater than \$250.00, unless applicant qualifies for the Indigent Payment Plan.

- As of July 1, 2018, The Payment plan set up fee will change and an additional account management fee will apply to the total liability, at the time of set up.

If the payment plan is defaulted, a collection fee of \$300 or 10%, whichever is greater, will be assessed on the unpaid balance and collection action will be taken immediately.

PLEASE NOTE: All citations on the ticket list will be included in the Payment plan unless they are removed by the Parking Citation Assistance Center at 250 Frank H. Ogawa, 6th floor.

We do not add new tickets to existing payment plans.

- **Payment Plans are given as a courtesy at the discretion of the City. Failure to make payment as agreed will result in a DMV hold, the towing of your vehicle, action in Small Claims Court and/or reporting to a credit bureau.**

Please bring the required documents to the Citywide Collections Section, 150 Frank H. Ogawa Plaza, Suite 5342, Oakland, CA 94612. For questions, please call (510) 238-7317