



## Teacher Permit Fact Sheet

- The SFMTA Residential Parking Permit Program issues Teacher Parking Permits under the authority of the San Francisco Transportation Code. The number of permits allowed for each school is determined by SFMTA Sustainable Streets. Your school administrator or a designated representative must determine which teachers receive or share permits.
- Permits are intended for use by full-time teachers only and should not be assigned to other school employees.
- It is the responsibility of the school administrator or designated representative to collect the permit fee of \$170 for each permit requested. Full payment, along with completed application should be mailed to:

SFMTA Customer Service Center  
ATTN: Teacher Parking Permits  
11 South Van Ness Avenue  
San Francisco, CA 94103-1226

- It is the responsibility of the school administrator or designated representative to distribute permits and monitor the use of permits among qualified teachers.
- **It is the responsibility of the school administrator to collect permits for summer use and again for the new school year in the fall.**
- Any lost or stolen permits will not be replaced.
- Fee changes every June 30<sup>th</sup> of each year. All permits expire on September 30<sup>th</sup> of each year regardless of purchase date.