



Downtown Crystal Lake Commuter Pre-Paid Monthly Parking Hang Tag Application

Pre-paid parking pass:

A hang tag that exempt commuters from having to pay at the pay stations for daily parking at the Downtown commuter parking lots.

How does the pre-paid parking pass work?

The City of Crystal Lake is now offering monthly pre-paid parking passes for the Downtown Crystal Lake commuter parking lots. Commuters will have the option of buying one pass at a time or buying multiple months in a single transaction. The color of the hang tag will change each month and the hang tag will need to be displayed from the rearview mirror.

How much does a pre-paid parking pass cost?

The price of each pass is \$30. If a commuter chooses to purchase (6) six passes (January-June or July- Dec) in one transaction, they will receive a \$10 discount, bringing the total cost to \$170. If a commuter purchases a full calendar year in one transaction, a discount of \$30 would be applied for a total cost of \$330.

How do I purchase?

Passes can be purchased on-line at <https://bit.ly/47jtSgz> or at the City of Crystal Lake City Hall, 100 W. Woodstock Street. For questions, please call the City of Crystal Lake Finance Department at (815) 459-2020.

Where can I park with the pre-paid parking pass?

Any numbered parking space in the Downtown Crystal Lake commuter parking lots only.

Does it reserve or guarantee a parking space?

No. It only exempts you from having to pay the daily fee at the pay station while you are parked in any of the Downtown commuter parking lots. It does not reserve a parking space for you, and it does not guarantee parking space availability.

Do I have to move my car, or can I leave it parked for several days?

Multi-day and overnight parking is only available at the Ellsworth Parking lot, located at Ellsworth Street and Beardsley Street. Up to five days of parking is available at this parking lot as long as a current pre-paid parking pass is properly displayed or paid through the pay stations or mobile app.

Can I return my pre-paid parking pass/passes and get a refund?

No, there are no refunds for unused days or months. There are no refunds for lost or stolen passes.

Are fees pro-rated?

No, there will be no proration of the fee to purchase a monthly pass, should a commuter wish to purchase after the first of the month.

What happens if I forget to display my pre-paid parking pass or I don't display it properly?

Pre-paid passes must be displayed from your rearview mirror. If you forget to display your pre-paid parking pass, you may receive a parking citation every day you are parked without displaying a valid pre-paid parking pass, unless the parking space you are in is paid for at the daily fee pay stations.