

INSTRUCTIONS FOR COMPLETING THE DISABLED PARKING PRIVILEGES INDIVIDUAL APPLICATION

Individual with disabilities parking privileges will be granted only to those persons who are certified by a licensed physician as having a severe mobility limiting condition, as set forth in the Physician's Certificate section of the application form.

**PLACARDS OR PLATES REQUIRE A SPECIAL ID CARD WHICH WILL BE MAILED
TO THE APPLICANT AFTER THE APPLICATION HAS BEEN PROCESSED.**

SECTION I. PHYSICIAN'S CERTIFICATE

1. Only those disabilities allowable under the law are listed on the application. Please confirm and check the appropriate box(es).
CLASS III - Patients with cardiac disease resulting in marked limitation of physical activity. They are comfortable at rest. Less than ordinary activity causes fatigue, palpitation, dyspnea, or anginal pain.
CLASS IV - Patients with cardiac disease resulting in an inability to carry on any physical activity without discomfort. Symptoms of heart failure or of the anginal syndrome may be present even at rest. If any physical activity is undertaken, discomfort is increased.
2. Complete and sign the "Physician's Certificate" section and return to the applicant.
3. Those authorized to sign are: Chiropractor - DC; Physician & Surgeon - MD or DO; Podiatrist - DPM; Naturopath - ND; Advanced Registered Nurse Practitioner - ARNP.

SECTION II. INDIVIDUAL WITH DISABILITIES

1. You may qualify for either a temporary or permanent parking privilege. Only one temporary placard will be issued for a maximum of 6-months duration. A person with a permanent disability may receive a second placard, upon request provided they have not obtained individual with disabilities license plates.
2. If you are a person with a permanent disability and you request license plates, the applicable fee for plates will be charged. If submitting fees, make your check or money order payable to the Department of Licensing.
3. For the purposes of this application, "signature" means, any memorandum, mark or sign made with the intent to authenticate an application.
The following parties may sign on your behalf:
 - a. A family member, stating their relationship to you. Example: Signature, Jane Doe, daughter.
 - b. Someone with a Power of Attorney. Attach a notarized copy of the Power of Attorney.
4. If you are requesting license plates, please enclose a copy of your registration. To qualify, you must be a registered owner of the vehicle for which the plates will be assigned and attached. Plates are issued for only one vehicle.

SECTION III. SPECIAL ID CARD

Police officers or appointed volunteers are authorized to request that you show your special ID card and/or individual with disabilities parking placard.

PLACARD DISPLAY INFORMATION

When parked in a individual with disabilities parking location, the transporting vehicle shall have the placard displayed by hanging on the rearview mirror or, in the absence of a mirror post, placed on the dashboard.

LICENSE PLATES

License Plates are issued at any Vehicle Licensing Office. If you sell the vehicle, the individual with disabilities license plates that are attached to it must be transferred to another vehicle owned by you or surrendered to your local Vehicle Licensing Office or the Department of Licensing in Olympia. If they are transferred to another vehicle, you must notify the Department of Licensing and obtain a new vehicle registration document.

If you have any question please call your local Vehicle Licensing Agent or Sub-Agent Office or Olympia at (360) 902-3770 option 5.

REMOVE PLACARD FROM MIRROR WHILE VEHICLE IS IN MOTION.

REPLACEMENT

If a parking placard or special license plate has been lost, stolen, mutilated or destroyed, a replacement may be requested at most Vehicle Licensing Agent or Sub-Agent Offices. There is no charge for replacement placard(s). For information on replacement plate fees, please contact your local Vehicle Licensing Agent or Sub-Agent Office.

RENEWALS OF PERMANENT PARKING PRIVILEGE

Permanent individual with disabilities parking privileges and the special ID card are to be renewed every FIVE years. Renewal reminders will be mailed prior to expiration, to the address you have provided.

TEMPORARY PLACARDS

Temporary placards and special ID cards are not renewable upon expiration. If the disability persists, a new completed application is required. **Temporary placards can be obtained at most Vehicle Licensing Agent or Sub-Agent Offices or the Department of Licensing.**

RETURN PLACARDS & PLATES

In the event of death of the holder of placard(s) and/or owner of a vehicle with special individual with disabilities plates, the placard(s), plates, and special identification card must be surrendered to the Department of Licensing.

SERVICES.

1. You may park, free of charge, for time periods specified on posted signs in regular street parking spaces or at parking meters. A local jurisdiction providing nonmetered, on-street parking places reserved for persons with physical disabilities may impose, by ordinance, time restrictions of no less than four hours on the use of these parking places. Parking is not permitted in areas where stopping, parking or standing of all vehicles is prohibited or reserved for special types of vehicles (fire lanes, loading zones, metro bus lanes, etc.).
2. You may request refueling service at gasoline stations for the self-service price if no accompanying passenger is capable of fueling the vehicle for you. Stations exclusively self-service and convenience stores with remotely controlled gas pumps are exempt. No other station services are covered.

IF YOU NEED MORE INFORMATION REGARDING:

PERMANENT/TEMPORARY PLACARDS OR SPECIAL LICENSE PLATES, call any Vehicle Licensing Agent or Sub-Agent Office, **OR** Olympia at (360) 902-3770 option 5, **OR** visit the Department of Licensing Website at: www.dol.wa.gov

The Department of Licensing Headquarters mailing address is:

**DEPARTMENT OF LICENSING
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