



# 2026 DOWNTOWN PARKING DISTRICT PELICAN PASS AND MAINTENANCE FEES

**You are receiving this flyer because your business is within the Downtown Parking District.**

The 2026 Pelican Pass and Pelican Pass Plus(+) parking permits are now available.

<b>Pelican Pass<sup>1</sup></b>	<b>Pelican Pass Plus(+)<sup>1&amp;2</sup></b>
\$80 annually Lower Demand Parking Lots Unlimited passes per Business Purchase in-person, by phone, by mail	\$160 annually One specific Higher Demand Parking Lot 5 passes per Business <sup>3</sup> Purchase in-person or by phone

<sup>1</sup>All day on-street parking included in marked All Day spaces.

<sup>2</sup>Includes one specified Higher Demand Lot and all Lower Demand Parking lots

<sup>3</sup>If purchased before January 1, 2026. Additional may be purchased after, if available.

Motorcycle parking permits are available at no cost with the purchase of any Pelican Pass.

Motorcycle parking permit must be renewed annually.

**Downtown Maintenance Fee Due:** \$20 fee per parking space or employee<sup>4</sup>  
Applicable ONLY to businesses who own or lease a private parking lot.  
 Ownership will be verified, or business must provide copy of lease.

<sup>4</sup>Whichever is less

**Payment can be made:**

In-Person

Check, Cash, Visa/Mastercard  
Development Services  
226 S. 5<sup>th</sup> Street  
Klamath Falls, OR 97601  
*1<sup>st</sup> door on the left*

By Phone:<sup>5</sup>

Visa or Mastercard  
(541) 883-4950

By Mail:<sup>5</sup>

Check  
City of Klamath Falls  
Attn: Business Licenses  
PO Box 237  
Klamath Falls, OR 97601

<sup>5</sup>Up to 5 passes can be mailed out at business' request. All other quantities must be picked up from Development Services.

**2026 Business Licenses will not be renewed until parking fees have been received.**

**Businesses cannot "opt out" of parking fees.**

City Code requires every business located within the Downtown Parking District to pay the appropriate annual parking fee for all employees. Fees are established to support the administration, enforcement, development, operation, and maintenance of public parking facilities within the Downtown Parking District.

**See the reverse side to complete the Pelican Pass & Fees Order Form**

→As a courtesy to Downtown customers, please leave parking closest to businesses available.



# 2026 DOWNTOWN PARKING DISTRICT PELICAN PASS & FEES ORDER FORM

To calculate your business' required 2026 Parking District Fee payment, please complete the following form, and include it with your annual Business License renewal.

Business Name: \_\_\_\_\_ City License # \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_

**Business Email:** \_\_\_\_\_

Total Number of Employees: \_\_\_\_\_

For Pelican Pass+ purchasers, choose **one** specific Higher Demand District lot listed below. Pelican Pass+ permits are first come, first served. The number of Pelican Pass+ permits is limited per Higher Demand District lot. Please purchase over the phone or in-person to determine availability. **Choosing a parking lot does not reserve or guarantee a parking space, as 2-hour customers do not purchase passes.** Pelican Pass+ orders will be limited to 5 passes per business if purchased prior to January 1, 2026. Contact City Planning for additional availability after this date.

	<u>Parking Lot</u>	<u>Qty of Passes</u>	<u>Annual</u>
<b>Pelican Pass + (Plus)</b> _____ x \$160 <i>+Please purchase over the phone or in-person to confirm availability.</i>			
<b>Pelican Pass</b> N/A _____ x \$80 <i>no purchase limits</i>			
	<u>Employees or Private Parking Spaces<sup>1</sup></u>		
<b>Maintenance Fee Only<sup>2</sup></b> _____ x \$20			
<b>TOTAL REMITTANCE</b>		\$	

<sup>1</sup>Number of employees or private, off-street parking spaces provided by the business, whichever is less. Only businesses with private parking qualify for Maintenance Fee payments. Ownership or lessee of private parking will be verified.

<sup>2</sup>Pelican Passes will not be provided.

Lower Demand District Lot	Higher Demand District Lot
<u>Pelican Pass &amp; *Pelican Pass+</u> 200 Main Maple Pine Ross Ragland Willow Spruce Klamath Commons	<u>Pelican Pass+ Only</u> Juniper Oak Aspen Cottonwood Central <i>(purchase over the phone or in-person to confirm availability)</i>

\*Pelican Pass+ holders may park all-day in any Lower Demand District Lot in addition to their **one** chosen Higher Demand lot.

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