PARK(ing) DAY 2019
Frequently Asked Questions

What is PARK(ing) Day?
PARK(ing) Day is an annual, worldwide event that occurs on the third Friday in September. This year it will be held on Friday, September 20, 2019. PARK(ing) Day participants temporarily transform an on-street parking space into a fun, public park, stimulating conversation about how we use our urban landscape. We hope PARK(ing) Day will encourage people to rethink their transportation choices and support infrastructure that is more transit-oriented, bikeable and walkable.

How do I register?
Review the below numbered list carefully to ensure all required material and forms are submitted by close of business **Monday, September 9**.

1. Read the guidelines.
2. Visit montgomerycountymd.gov/parkingday to view a list of available parking (meter) spaces and choose a parking (meter) space in either Bethesda or Silver Spring.
3. Design and sketch your parking space design. You are required to complete the Site Design Concept that details your specific plans for your parking space, include dimensions, explain what materials you will be using and what activities you plan to do. See photos for design ideas.
4. Sign the Agreement and Release Form*. Electronic signatures are accepted.
5. If you are a business or organization, obtain a Certificate of Insurance. Learn more.
6. Fill out an individual/group online application or a business/organization online application. Upload completed documents before hitting the submit button. Be sure you included:
   - A completed application
   - Parking Space Design documents/sketches
   - Signed Agreement and Release Form
   - Certificate of Insurance (For businesses/organizations only)

OR, print your completed application and required documents and mail to:
> Montgomery County Department of Transportation
> ATTN: Parking Day 2019
> 101 Monroe Street, 10th Floor
> Rockville, MD 20850

How do I know if my application is approved?
All PARK(ing) Day applications will be reviewed on a first come, first served basis. MCDOT will review your application and send you an e-mail upon approval of the application. Be sure to have a copy of the email with you at all times on the day of the event.

Is there a fee to participate in PARK(ing) Day in Montgomery County?
No application or permit fees will be charged.

What are the hours for PARK(ing) Day?
Activities, including set up and tear down, must be completed between 9 a.m. and 3:30 p.m.

My business wants a parking space. Can I sell products or advertise in the designated space during the event??

The idea of PARK(ing) Day is to promote the environment, community, and individual creativity. You may promote your business and distribute free samples. However, selling products will not be allowed.

Are there limits to what I can do with my parking space?

Below are examples of approved and prohibited items:

Approved Items:	Prohibited Items/Participants (not an exhaustive list):
Potted plants	Anything that may cause a distraction to drivers such as banners, balloons, flashing lights, canopies, free-standing tents, etc.
Park-like activities	
Tables, chairs, or benches	Charcoal and gas grills (open flame of any kind)
Arts and crafts, games, or other cultural activities	Vending
Art displays or easels	Amplified sound
Rugs, carpets, blankets, or similar surface coverings	Loose or uncovered material (sand, gravel, mulch, stone, etc.)
Informative signs or displays (non-commercial)	Free-standing umbrellas
	Activities that are inherently dangerous
	Physical structures that damage the road surface, impede public space, or create a hazard (trip hazard, slip hazard)
	Children under the age of 6

Any other requirements/restrictions?

You must remove all items and trash by 3:30 p.m. and return the space to the condition in which it was found.

You are prohibited from using your site for the manufacture, storage, dispensing, sale, or drinking of intoxicants, or for the use or sale of any illegal drugs or substances, and shall not allow gambling or any illegal practices in the space.

Need more information?

Email: ParkingDay@montgomerycountymd.gov
Phone: 240-777-8740