

City of Leavenworth

Employee Parking Program

The City of Leavenworth is proud to announce the official launch of the *Employee Parking Program*. This initiative provides downtown employees with affordable, dedicated parking options.

Registration is now LIVE! A limited number of permits are available on a first-come, first-served basis (one license plate per permit).

Program Overview: Designed to support downtown employees with convenient parking options, this permit offers high-demand parking access at an affordable rate.

- **Monthly Rate:** \$50 (prepaid via automatic recurring billing)
- **Availability:** Valid 24/7 in designated lots
- **Capacity:** Limited to the first 50 registered permits
- **Terms:** Non-transferable and non-refundable; limit one license plate per permit. No overnight parking permitted.

Eligible Parking Locations: Access is on a first-come, first-served basis. Valid all days and times. Permit holders have access to the following City lots (refer to the map for specific locations). *Note: Eligible parking locations are subject to change based on City requirements.*

- Blewett Annex
- Dragontail
- Freund
- Glacier
- Horseshoe Lake

How to Register: Follow these steps to secure your permit and set up your account:

1. **Submit Documentation:** Visit **Employee Parking Program** (cityofleavenworth.com/your-city-hall/parking-information/) to register and upload the required documents:
 - *Proof of Employment:* Current paystub, letter from employer, or a valid business license.
 - *Vehicle Registration:* Must be valid and match the employee's name.
2. **Account Setup:** Once verified, you will receive an email link to our permit system to finalize your payment account.
3. **Automatic Billing:** A valid credit card must remain on file for recurring monthly charges to keep the permit active.

Questions? Contact the Parking Department at (509) 888-0812 or email us at tapp@cityofleavenworth.com.

Stay Informed: Join the *Parking Advisory Committee* meetings every third Thursday of the month at 4:00 PM. Meetings are held in the City Hall Council Chambers (1st Floor) or via Zoom.



Employee Permit Parking Map

Parking Office 1451 US Hwy 2
(509) 888-0812 • Monday - Friday 11 am - 4pm

- GENERAL LOT RULES**
- Oversize vehicles/trailers allowed only where noted below
 - NO camping allowed
 - NO overnight allowed (unless specified)
 - Daily lot hours are 7 AM - 3 AM
 - First-come, first-served access
 - valid all days/times.
 - Locations subject to change

MONTHLY PERMIT RATE

- \$50 per month (prepaid)
- Non-transferable & non-refundable

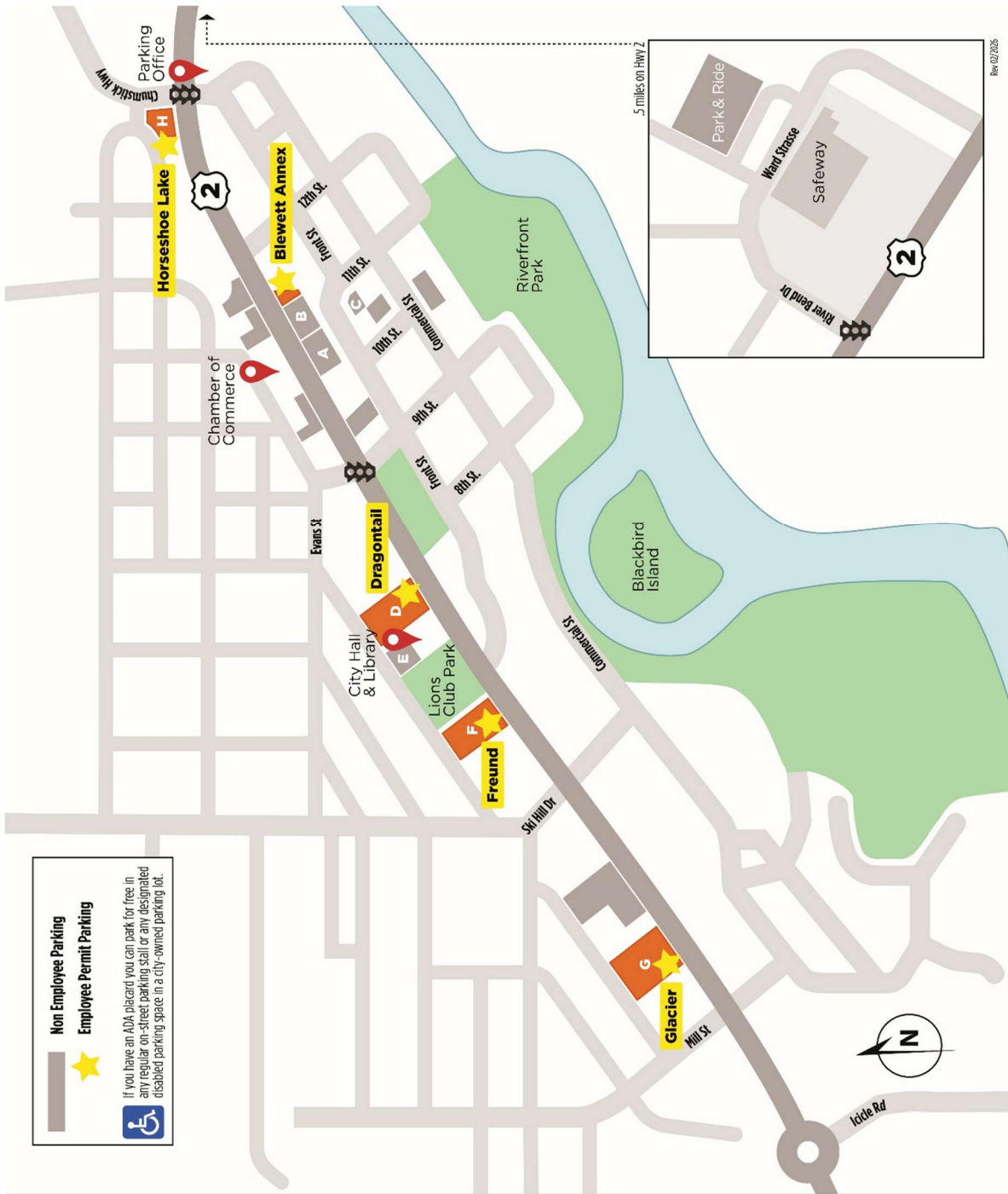


Eligible Parking Lots

- (B) Blewett Annex, 1038 Front St. (off Hwy 2)
- (D) Dragontail, 700 US Hwy 2 (next to Waferd)
- (F) Freund, 694 US Hwy 2 (next to Pool)
- No parking in designated permit stalls (24/7/365)*
- (G) Glacier, 170 US Hwy 2
 - Oversized Vehicle/Trailer Parking (6 Stalls)
 - EV Charging (8 Stalls)
 - Public Restroom (limited hours)
- Link Transit Stop (Route 32, Free Shuttle Service)
- (H) Horseshoe Lake, 1340 US Hwy 2
 - Overnight Parking (9 Stalls) by prepaid online reservation (nonrefundable)

- Documentation must be current and clearly show eligibility
- Proof of Employment (paystub, employer letter, or business license)
 - Vehicle Registration matching employee name

City of Leavenworth Parking Department
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Rev 02/2026