



**UNITED STATES MISSION TO THE UNITED NATIONS  
NEW YORK**

December 18, 2020

HC-56-20

The United States Mission to the United Nations presents its compliments to the Permanent Missions to the United Nations and has the honor to refer to the Parking Program for Diplomatic Vehicles in the City of New York, and to the issuance of Service and Delivery Parking Decals for 2021.

The Mayor's Office for International Affairs has circulated the attached information on renewing diplomatic parking decals for 2021. If your Mission has not yet done so, please follow the guidance to receive your 2021 Service and Delivery decals as soon as possible to ensure that your vehicles have valid decals permitting on-street parking in designated diplomatic parking spaces for 2021 . Please also take this opportunity to encourage drivers of diplomatic vehicles to refresh their knowledge of the [Parking Program for Diplomatic Vehicles](#) as well as [the parking rules and regulations in New York City](#).

The U.S. Mission's Parking Coordinator in Host Country Affairs may be reached via email at **unparking@state.gov** and can assist with questions concerning the rules of the Parking Program, contesting parking tickets, diplomatic parking decals, signs and spaces. In addition to working closely with the City, Host Country Affairs partners with its sister office, the Office of Foreign Missions in New York (OFM/NY), which issues and renews diplomatic driver's

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**DIPLOMATIC NOTE**

licenses, vehicle registrations, and diplomatic license plates, and enforces the terms of the Parking Program. Forms contesting tickets should be submitted to the City's Department of Finance Diplomatic Liaison at [SmithE@finance.nyc.gov](mailto:SmithE@finance.nyc.gov).

Please note a few points regarding NYC Service and Delivery Parking Decals:

- (1) Only vehicles with valid Service or Delivery decals may legally occupy on-street diplomatic parking spaces (as indicated on the diplomatic parking signs). All other vehicles are subject to ticketing.
- (2) A maximum of two Service Decals and one Delivery Decal are issued, in accordance with the Parking Program.
- (3) Expired diplomatic parking decals should be removed from windshields.
- (4) Valid Service and Delivery decals are tightly monitored by the Mayor's Office for International Affairs. When returning leased vehicles or disposing of vehicles that have a valid Service or Delivery Decal attached to the windshield, please remove that valid decal and submit it (even in pieces) along with your form requesting a replacement, to the Mayor's Office for International Affairs. If the valid decal is not retained, the City requires a letter from the US Mission's parking coordinator to verify that the vehicle is no longer in operation, an added step that will delay issuance of a replacement.
- (5) Temporary Service or Delivery decals may be requested from the Mayor's Office for International Affairs in the event the primary vehicle is inoperable due to repairs or other reasons detailed in the Parking Program.

The United States Mission to the United Nations avails itself of this opportunity to renew to the Permanent Missions to the United Nations the assurances of its highest consideration.

***JBD***

Attachment: As stated.