

Departmental Service Vehicle Parking Permit Application (May - April)

Year: 2023/2024 Department Name: _____
 Dept #: _____
 Contact Person: _____
 Phone ext: _____ Email: _____

Acceptance and Use of a Parking Permit Acknowledges compliance with the terms and conditions of the Parking Policy and Regulations.

Service permit being used as a Departmental floater permit intended for use by Visitor/Contractors, must also be accompanied with an Red Zone Parking Permit as well.

A Red Zone permit must be purchased by staff (not using departmental funding) prior to service vehicle permit being processed.

Permit Application will not be processed until the Chair/Dean then your Vice President has authorized using Departmental Funding.

Coding

<u>Qty</u>	<u>Fund</u>	<u>Unit</u>	<u>Grant</u>	<u>Project</u>	<u>Object</u>	<u>Amount</u>	<u>Auth</u> <u>Yes</u>	<u>Auth</u> <u>No</u>

Reason Requesting Permit (Floater/Departmental Van):

<u>Vehicle Lic</u> <u>Plate #</u>	<u>Make</u>	<u>Model</u>	<u>Colour</u>

***Departmental Authorization:** _____ / _____
(Chair/Dean Signature) (Chair/Dean Print Name)

***VP Authorization:** _____ / _____
(Vice President Signature) (Vice President Print)

***Both authorizations required to process this application.**

Date: _____

For Parking Office Use Only: UID #: _____
 Date Entered: _____ Permit #: S _____