VIP PARKING PERMIT RULES AND REGULATIONS

**DEFINITION:**

VIP Parking Permits are issued to retirees, with a minimum of 15 years service to UCCS as well as to individuals performing a voluntary service to the university. All individuals must be free of the following restrictions prior to being issued a VIP permit.

**RESTRICTIONS:**

Individuals who may NEVER be issued VIP permits include but are not limited to:

1. Individuals enrolled as a student at UCCS, regardless of credit hour load.
2. Individual faculty members at UCCS, including those faculty members on sabbatical.
3. Individuals who are honoraria faculty and/or part-time instructors at UCCS.
4. Individuals who are contract employees, university staff or classified staff at UCCS.  Any individual who is receiving payment, regardless of amount, for performing a service at UCCS.
5. Individuals who are administrators at UCCS.
6. Individuals who are vendors doing business at UCCS.
7. Individuals whose presence at UCCS is personally beneficial in terms of fiduciary, intellectual, or other personal gain.

**CHARGES:**

1. Five VIP permits will be provided by Parking Services, to each department free of charge per fiscal year.
2. Additional VIP Permits will be charged back to departments at a rate of $50.00 per permit.

**PENALTIES:**

1. Individuals found to be in violation of the above rules and regulations are subject to a loss of parking privileges at UCCS.  If fraud or forgery is involved, the individual is subject to criminal charges as defined in the Colorado Revised Statutes.
2. Departments found to be in violation of the above rules and regulations are subject to a loss of all VIP parking permits until a time determined by the Executive Director of Parking & Transportation Services.

**Date Submitted:** Click or tap here to enter text. **Department:** Click or tap here to enter text.

**Contact Name:** Click or tap here to enter text. **Phone #:** Click or tap here to enter text.

**Campus Box:** Click or tap here to enter text. **Email:** Click or tap here to enter text.

**Please provide a brief explanation as to why these VIP permits are being requested:**

 Click or tap here to enter text.

**Total Number of Permits Requested** (5/year are free, all additional are charged to departments at a rate of $50.00/permit)**:**

Click or tap here to enter text.

**Please provide the name, business/company affiliation, and vehicle license plate number(s)** of EACH individual for whom you are requesting a VIP permit. Please note that VIP permits are provided to individuals only. Parking Services MUST have the name of each individual in order for your permit request to be approved. VIP permits are not transferable once they have been assigned to an individual.

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| **Name:** | **Business/Company Affiliation:** | **License Plate(s):** |
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Your signature below indicates you have read, understand, and agree to abide by the rules and regulations of Parking Services regarding distribution of VIP Parking Permits.

*Your request must be reviewed and approved by the Executive Director of Parking and Transportation Services or his/her designee prior to distribution of permit(s). Incomplete applications will not be reviewed or processed. VIP Permits are valid for up to one year beginning August 31 and expiring the following August 31. It is the requesting department’s responsibility to inform VIP permit users of the University’s parking rules and regulations, to make certain each VIP qualifies for this VIP program, and to ask for license plate information for each VIP. VIP permits are valid in regular parking only. They are not valid in loading zones, fire lanes, at meters, along roadways, in visitor parking areas, or in handicapped areas unless accompanied by a valid state-issued handicapped plate or placard.*