



# 2017-18 DEPARTMENT/VENDOR PARKING PERMIT APPLICATION

## DEPARTMENT INFORMATION (this section must be completed by sponsoring department representative)

Department name	Name of purchaser	Campus phone (required) ( )
Department contact responsible for this permit	<input type="checkbox"/> I certify that this person is formally affiliated with my department or organization.	<b>I am sponsoring applicant through (no later than 8/31/18):</b>
Department address [street, city, state, zip] (Required if purchasing for department use)		_____ Month      Day      Year

## VENDOR INFORMATION

Company name	Name of person <u>responsible</u> for this permit	Daytime phone ( )
Business address [street, city, state, zip] (required)		
Vehicle license plate number(s) (required)		

TYPE OF PERMIT	DURATION
<input type="checkbox"/> <b>Service vehicle</b> Off-campus DEPARTMENTS OR VENDORS ONLY	<input type="checkbox"/> Annual (Expires 8/31/18) <input type="checkbox"/> Short-term Start date _____ Quantity _____ Quantity _____      Number of months (Not to exceed 8/31/18) _____
<input type="checkbox"/> <b>Department service vehicle</b> On-campus DEPARTMENTS ONLY	<input type="checkbox"/> Annual (Expires 8/31/18) <input type="checkbox"/> Short-term Start date _____ Quantity _____ Quantity _____      Number of months (Not to exceed 8/31/18) _____
Pedestrian Zone access requires a separate application form and P&TS approval. See notice on Page 2.	
<input type="checkbox"/> <b>'A' Business</b> Consultants, auditors, DEPARTMENTS and VENDORS ONLY; No Pedestrian Zone access	<input type="checkbox"/> Annual (Expires 8/31/18) <input type="checkbox"/> Short-term Start date _____ Quantity _____ Quantity _____      Number of months (Not to exceed 8/31/18) _____

## PAYMENT METHOD

<input type="checkbox"/> Cash <input type="checkbox"/> Check (make payable to "Transportation") <input type="checkbox"/> Credit Card (Visa, MasterCard or Discover) <small>Do NOT fax or mail credit card information. Submit the application, and P&amp;TS will call you for the information.</small>	<b>DEPARTMENT ONLY</b> <input type="checkbox"/> SU13 (attach form) <input type="checkbox"/> P-Card
---	--

## PLEASE READ AND SIGN:

I certify the above information is true. I agree to the terms stated in the Stanford University Traffic and Parking Code. I understand that transfer, falsification, alteration, copying, forging, or misuse of the permit may result in revocation of my parking and transportation privileges, administrative, disciplinary, and or legal action. I also understand that if my permit is lost or stolen, I will be charged a replacement fee, and may be responsible for paying for the full value of the permit. (There is no charge for replacement with a police report.)

<b>X</b> _____	DEPARTMENT EMPLOYEE OR SPONSOR	PRINT NAME	DATE
<b>X</b> _____	PRIMARY PERMIT HOLDER	PRINT NAME	DATE
<b>X</b> _____	P&TS APPROVAL		DATE

DEPARTMENT/VENDOR PARKING PERMIT

Revised 7/2017



# 2017-18 DEPARTMENT/VENDOR PARKING PERMIT APPLICATION

## PEDESTRIAN ZONE ACCESS REQUEST

Pedestrian Zone access with a service vehicle permit requires:

- A 2017-18 Pedestrian Zone Access Application form (available at [transportation.stanford.edu/forms](http://transportation.stanford.edu/forms))
- Approval by P&TS management
- A “Pedestrian Zone Access Approved” sticker affixed to the permit

**Pedestrian Zone access is granted primarily for loading and unloading purposes. All vehicles with a service vehicle permit and approved access may park in a service vehicle space while in the Pedestrian Zone, observing the posted 2-hour time limit.**

### IMPORTANT: Using university funds for parking permits

University funds may be used exclusively for department business and for permits used by contractors, consultants, and auditors who bill their costs to the department or project. University funds may not be used to pay for permits needed as a part of any employee’s or student’s commute.

“University funds” means any funds that flow through the university, including but not limited to general funds, income that supports a school or program, gifts, grants, and contracts. Other organizations on campus, such as Stanford Health Care, have their own policies on this matter. Consult your financial manager for more information.

### LONG-TERM PERMIT PRICES

Purchase price during the month of:	SERVICE VEHICLE Vendor or department	A Business
	Annual 12-MO. (thru 8/31/18)	Annual 12-MO. (thru 8/31/18)
SEPTEMBER 2017	\$3,252	\$1,116
OCTOBER	\$2,981	\$1,023
NOVEMBER	\$2,710	\$930
DECEMBER	\$2,439	\$837
JANUARY 2018	\$2,168	\$744
FEBRUARY	\$1,897	\$651
MARCH	\$1,626	\$558
APRIL	\$1,355	\$465
MAY	\$1,084	\$372
JUNE	\$813	\$279
JULY	\$542	\$186
AUGUST	\$271	\$93

### SHORT-TERM PERMIT PRICES

	SERVICE VEHICLE Vendor or department	A Business
PER MONTH	\$271	\$93

Long-term prices are prorated monthly starting in October and apply to purchases and exchanges only.

For permits returned before expiration, the prorated refund value is calculated at monthly rates.