



GO PERMIT-FREE!
 Join the Commute Club
 Save money • Spare the air
 Receive up to \$300/year
commuteclub.stanford.edu

2017-18 PARKING PERMIT APPLICATION

• **CARPOOLS AND VANPOOLS:** Do not use this form; Complete a Carpool or Vanpool Permit Application Form.

1 WHO ARE YOU? (ALL fields required)		AFFILIATION (choose one)
Name (Last name, First name)		<input type="checkbox"/> University employee <input type="checkbox"/> Hospital employee <input type="checkbox"/> Resident student <input type="checkbox"/> Visiting scholar <input type="checkbox"/> Commuting student <input type="checkbox"/> Postdoc <input type="checkbox"/> Other (Online sponsorship form required from department)
Student or employee ID number		
Daytime phone	Email address	
Worksite address (if employee; include street, city and zip code)		
License plate number	License plate state	

RETURNING or EXCHANGING your permit? Check this box and proceed to "Authorization and Signature" below.

2 PARKING PERMITS (NOT for carpools or vanpools!)	
COMMUTER	RESIDENT STUDENT
Parking space <input type="checkbox"/> A <input type="checkbox"/> C <input type="checkbox"/> Z <input type="checkbox"/> MC (Motorcycle)	Parking space <input type="checkbox"/> RES (Residential) Residence name: _____ <input type="checkbox"/> MC (Motorcycle) <input type="checkbox"/> Varsity Lot (for eligible athletes)
Duration (choose one) <input type="checkbox"/> Annual (Expires 8/31/18) <input type="checkbox"/> Academic (Expires 6/30/18) • Not available for Z permit <input type="checkbox"/> Monthly (one or more months; Not to exceed 8/31/18) Start date: _____ How many months? _____	Duration (choose one) • Varsity Lot is Academic duration only <input type="checkbox"/> Annual (Expires 8/31/18) <input type="checkbox"/> Academic (Expires 6/30/18) <input type="checkbox"/> Monthly (one or more months; Not to exceed 8/31/18) Start date: _____ How many months? _____
Sticker type (choose one) (MC and Monthly permits are Adhesive only) <input type="checkbox"/> Static cling (removable) <input type="checkbox"/> Adhesive (non-removable)	<input type="checkbox"/> OTHER Specify: _____

3 PAYMENT METHOD (choose one)
One-time (full amount) Permit prices on page 2 <input type="checkbox"/> DEBIT/CREDIT CARD Visa, MasterCard, or Discover accepted. Do NOT fax or mail card information. Submit the application, and P&TS will call you for the information. <input type="checkbox"/> CASH <input type="checkbox"/> CHECK (make payable to "Transportation")
Monthly installments <input type="checkbox"/> PRE-TAX PAYROLL DEDUCTION (Please read the terms on page 2) • Benefits-eligible employees only (not available to postdocs) • Hospital employees may use for annual or academic permits only <input type="checkbox"/> RECURRING DEBIT/CHARGE (Please read the terms on page 2) • Academic or annual permits only • Debit/credit card (Visa, MasterCard, or Discover) required • Do NOT attach, fax, or mail any account information. Submit the application, and P&TS will contact you with instructions for entering your account information on a secure web page.

FAX/MAIL/EMAIL ORDERS ONLY
<input type="checkbox"/> One-Day 'Scratcher' Limit 6 per month; Limit 8 per month for Commute Club members How many of each? A ____ C ____ E (Z) ____ MC ____ RES ____

FAX/MAIL/EMAIL ORDERS ONLY
Delivery options <input type="checkbox"/> Mail permit to my home Please allow 7 days for delivery via U.S. Mail. (Allow 10 days during August and September.) mailing address _____ <input type="checkbox"/> I will pick up my permit Photo ID required. We'll notify you when your permit is ready. (Allow 3 business days. Allow 5 to 7 days during August and September) Choose notification preference: <input type="checkbox"/> email or <input type="checkbox"/> phone

4 AUTHORIZATION AND SIGNATURE
CHECK ALL BOXES AND SIGN BELOW. <input type="checkbox"/> I certify that all of the above information is true. <input type="checkbox"/> I authorize payment through the method I have selected above. <input type="checkbox"/> I agree to the terms stated on page 2 of this form. <input type="checkbox"/> I understand that transfer, falsification, alteration, copying, forging, or misuse of the permit may result in permanent revocation of my parking and transportation privileges, administrative, disciplinary, and/or legal action. <input type="checkbox"/> If I leave Stanford, I must return my parking permit.
X _____ SIGNATURE DATE

PARKING PERMIT
Revised 7/2017



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PERMIT PRICES

Purchase price during the month of:	A				C, RES (Residential), or Z				MC (Motorcycle)			
	Annual 12-MO. (thru 8/31/18)	Academic 10-MO. (thru 6/30/18)	Per MONTH	Per DAY	Annual 12-MO. (thru 8/31/18)	Academic 10-MO. (thru 6/30/18)	Per MONTH	Per DAY	Annual 12-MO. (thru 8/31/18)	Academic 10-MO. (thru 6/30/18)	Per MONTH	Per DAY
SEPT. 2017	\$1116	\$930	\$93	\$13	\$396	\$330	\$33	\$5	\$132	\$110	\$11	\$2
OCTOBER	\$1023	\$837			\$363	\$297			\$121	\$99		
NOVEMBER	\$930	\$744			\$330	\$264			\$110	\$88		
DECEMBER	\$837	\$651			\$297	\$231			\$99	\$77		
JAN. 2018	\$744	\$558			\$264	\$198			\$88	\$66		
FEBRUARY	\$651	\$465			\$231	\$165			\$77	\$55		
MARCH	\$558	\$372			\$198	\$132			\$66	\$44		
APRIL	\$465	\$279			\$165	\$99			\$55	\$33		
MAY	\$372	\$186			\$132	\$66			\$44	\$22		
JUNE	\$279	\$93			\$99	\$33			\$33	\$11		
JULY	\$186				\$66				\$22			
AUGUST	\$93				\$33				\$11			

NOTICE: THERE WILL BE NO GRACE PERIOD BEYOND THE EXPIRATION OF YOUR PERMIT

Prices are prorated monthly starting in October and apply to purchases and exchanges only.

PAYROLL DEDUCTION SERVICE

Please read the **Pre-Tax and Parking Program** descriptions on our website at transportation.stanford.edu. You can also arrange to have a copy faxed to you by calling our Customer Service desk at 650.723.9362.

AUTHORIZATION: I have read and understand the information regarding the **Parking Payroll Deduction Program**. I also understand that upon signing this application I am authorizing all deductions for the duration of this parking permit to take place through pre-tax deductions from my pay. I must re-submit a Parking Permit application and return my permit to cancel payroll deduction. I understand that any exchanges or returns must be made by the end of the month prior to when I wish the change/cancellation to take effect, or I will have to pay the regular monthly deduction.

HOSPITAL EMPLOYEES: I authorize my employer to withhold from my paycheck any payments due for the period I own the permit. I understand that if I take an unpaid vacation or a leave of absence, I will be responsible for any charges accumulated during that period.

RESPONSIBILITY: If a scheduled payroll deduction is rejected for any reason, I must pay Parking & Transportation Services the full amount of the deduction immediately upon their request. I understand that there are no refunds for pre-tax payroll deduction purchases, and I am choosing this payment method over other payment options available to me.

I UNDERSTAND THAT VIOLATION OF ANY OF THE ABOVE CONSTITUTES CAUSE FOR REMOVAL FROM THE PROGRAM.

RECURRING DEBIT/CHARGE

This service deducts payments each month from your debit/credit card. It is not the same as the university payroll automatic paycheck deposit system or our payroll deduction service.

IF YOU CHANGE OR CLOSE YOUR ACCOUNT, you **must** contact Parking & Transportation Services at 650.723.9362. Deductions rejected for any reason will result in a \$25.00 service charge.

IF YOU LOSE OR NO LONGER NEED YOUR PERMIT

IF YOUR PERMIT IS LOST OR STOLEN, you will be charged a replacement fee, and you may be responsible for paying for the full value of the permit. (There is no charge for replacement of a stolen permit with a police report.)

IF YOU NO LONGER NEED YOUR PERMIT, return it to Parking & Transportation Services to stop installment payments for future months. If your permit is paid in full, you can return it for a prorated refund.

IF YOU LEAVE STANFORD, YOU MUST RETURN YOUR PARKING PERMIT.

A PERMIT IS NOT A LICENSE TO STORE YOUR VEHICLE

A VEHICLE MAY BE TOWED AT THE OWNER'S EXPENSE if it is parked in a visitor or commuter lot for over 72 hours, or if it is parked in a resident student lot while the registered owner is not in residence.