

MILLERSVILLE UNIVERSITY PARKING PERMIT REQUEST FORM

2018/2019 academic year (August 23rd, 2018 through August 16th, 2019)

NOTE: Please complete ALL sections of this application before submitting

1) PERSONAL INFORMATION: (All information is required)

NAME: _____ STUDENT M#: _____

DATE OF BIRTH: _____ DRIVERS LICENSE #: _____

LOCAL OR DORM ADDRESS: _____
(Local info needed – street, city, state, zip) **OR** (Dorm info needed – Dorm and dorm room # only)

HOME ADDRESS: _____
Street City State Zip

PHONE NUMBER: (Cell #) _____ (Home #) _____

2) PLEASE SELECT THE PERMIT TYPE WHICH YOU REQUIRE:

Commuter Permits: White lined spaces only (Parking spaces are located all over campus)

Fall Only (\$68) _____ Spring Only (\$68) _____ Full Summer Only (\$58) _____ Full Academic Year (\$100) _____
(Aug 23rd – Dec 10th, 2018) (Jan 22nd – May 6th, 2019) (May 13th – Aug 16th, 2019) (Aug 23rd 2018 – Aug 16th 2019)

Resident Permits: Blue lined spaces only (Parking spaces located around the dorms only)

Fall Only (\$68) _____ Spring Only (\$68) _____ Full Academic Year (\$110) _____
(Aug 23rd – Dec 10th, 2018) (Jan 22nd – May 6th, 2019) (Aug 23rd 2018 – Aug 16th 2019)

Restricted Permits: White lined spaces only (West side parking garage located at the Corner of Cottage Avenue & Prince Street)

Full Academic Year (\$85) _____
(Aug 23rd 2018 – Aug 16th 2019)

3) MANDATORY VEHICLE INFORMATION:

Make: _____ Model: _____ Color: _____ License Plate #: _____ State: _____

4) DECLARATION:

I, the undersigned, acknowledge that:

- The information provided in this application is correct;
- The permit issued to me is the property of Millersville University, is non-transferable, and is for my use only;
- I agree to comply with the Millersville University Traffic and Parking regulations;
- Consequences of failure to follow parking regulations may generally only be discussed with the permit holder or registered student of listed vehicles.

Signature: _____

(Do not write below this line)

DATE: _____ PERMIT #: _____ FEE: _____

NOTES: _____

The first week of classes during the Fall, Spring and Summer semesters are considered grace periods for having a parking permit. During this period, if you do not have a permit, you may receive a warning instructing you that you need a parking permit. After the first week of classes, the operator of any vehicle that receives a parking ticket for not displaying a current permit will be responsible to pay for that ticket. The grace period will not be extended. (*THE GRACE PERIOD DOES NOT APPLY TO ANY OTHER VIOLATION OF THE PARKING REGULATIONS OTHER THAN A NO PERMIT VIOLATION*)

- **Your vehicle must be parked in a designated parking space displaying a valid permit during weekdays from 7am to 4pm. while on the Millersville University campus.**
- **If you have outstanding parking tickets, you will be required to pay them before we can process your application.**
- **Permits purchased in the 2017 - 2018 school year will not be valid. You must purchase a valid permit for this 2018 – 2019 school year.**

Please use this quick checklist when you are ready to send in your application:

- Did you **completely** fill out your application; check off which permit you are applying for?
- Did you include a check or money order payable to **Millersville University**?
- Did you remember to **read** and **sign** your application?
- Did you include your local address on your application? (if applicable)
Your local address is your campus dorm (building, room #), or your apartment address.
- Did you include your student I.D. number?
This number is located on your student I.D. card located under your picture (example M00123456).

Parking permits can be picked up at our office, just have your student ID and stop by the Lebanon house. If you wish for us to mail permit to you please provide a self-addressed, stamp envelope and sent to:

**Parking Division
237 N. George Street
Millersville, PA 17551**