



# APPLICATION FOR VISITOR PARKING PERMIT

*Fill in application completely. Please write legibly!*

All persons operating and parking on Campus property are required to act in accordance with the policies and procedures set forth in the traffic and parking regulations. Hosts are responsible for their guests while on campus. The host and/or visitor or guest may be held responsible for actions contrary to College policies.

**READ INSTRUCTIONS: (This form is not intended for use by faculty, staff, or students...for visitors/guests only!)**

1. **Write in visitor/guest name and address; arrival and departure dates.**
2. **Write in ID number or name of host on campus.**
3. **Write in vehicle information; required to obtain a temporary permit.**

Name \_\_\_\_\_

*Visitor LAST Name*

*Visitor FIRST Name*

**HOST NAME**

Address: \_\_\_\_\_

*Visitor Street Address*

*CITY*

*STATE*

*ZIP CODE*

Visitor Cell Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Visitor

Vehicle Info: \_\_\_\_\_

*MAKE*

*MODEL*

*COLOR*

*YEAR*

*LICENSE PLATE NUMBER*

*STATE*

Departure Date: \_\_\_\_\_

I certify that the information above is true, accurate, and complete. I understand that the College assumes no risk for my/their vehicle while it is parked on campus property.

**NOTE:** *Visitors/Guests must visit Campus Safety office prior to departing campus to discuss any citations issued. Failure to do so may result in host being held responsible for the citation.*

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

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*TO BE COMPLETED BY CAMPUS SAFETY*

Permit Number: \_\_\_\_\_

Parking Location: \_\_\_\_\_

Permit Completed by: \_\_\_\_\_

First and Last Name