

8/2016-7/2017 For office use only A/C #	USF Sarasota-Manatee 8350 N. Tamiami Tr. SMC-B116, Sarasota, FL 34243-2049; http://www.usfsm.edu/parking/ ~ Phone: (941) 359-4203 Student And Staff Parking Permit Application & Vehicle Information	For office use only PERMIT #:
--	---	---

DIRECTIONS	Completed forms may be mailed or brought to Parking Services. Business hours are 8:30 a.m. – 5:00 p.m., Monday through Friday, with extended hours at the beginning of each academic term. Permits cover the academic year and are generally valid from August 1 to July 31. Permit prices for the 2016-17 academic year: Student Annual \$100.00; Student Semester \$50.00; Staff Annual \$129.00; Staff Semester \$64.00; Staff Special Semester \$37.00; Motorcycle Annual \$20.00; Daily \$3.00 each. Prices include sales tax and are pro-rated at the beginning of each month. Requests for after-hours pickup should be followed up with a phone call to Parking Services. <p style="text-align: center;">Please Print Clearly</p>
-------------------	---

CUSTOMER	<input type="checkbox"/> Mail permit to home or campus address (circle below) <input type="checkbox"/> Hold permit for pick-up at Parking Services. Hours for pick-up: 8:30 a.m. to 5:00 p.m. Monday-Friday <input type="checkbox"/> After Hours Pick-up – Call to make special arrangements
	Last Name: _____ First Name: _____ ID Number (USF Student "U" #, Employee ID # or Vendor ID #): _____ Driver's License Number: _____ Birth Date: _____ Email Address: _____ Status: (check one) <input type="checkbox"/> USF S-M Student <input type="checkbox"/> USF S-M Staff <input type="checkbox"/> USF S-M Special Staff * USF students: To be eligible to purchase a Sarasota-Manatee permit: Your USF home campus must be listed as Sarasota with the Registrar's office (not Tampa or St. Petersburg); you must live within the USF Sarasota-Manatee service area (Sarasota, Manatee, DeSoto, Charlotte, or Lee Counties); and you must be taking at least 50% of your classes at the Sarasota Campus. NOTE: All USF Tampa & USF St. Petersburg permits, <u>except</u> Park n' Ride, are honored at the Sarasota Campus. USF Sarasota-Manatee permits are honored at New College of Florida and only in certain lots at the USF Tampa & St. Petersburg campuses. Please contact Parking Services for more information. *For more information about Special Staff permits or parking at the SCF, Venice campus, please see the Parking Services website.

HOME ADDRESS	Street _____ City _____ State _____ Zip Code _____ Telephone _____ Cell _____
---------------------	---

CAMPUS ADDRESS	Employee Mail Stop _____ Campus Telephone _____ Cell _____
-----------------------	--

VEHICLE INFORMATION	State _____ License Plate/Tag # _____ Vehicle Year _____ Make and Model _____ (e.g., Ford, Jeep, Chevrolet) Color: (check one) <input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Green <input type="checkbox"/> Silver <input type="checkbox"/> Gold <input type="checkbox"/> Orange <input type="checkbox"/> Purple <input type="checkbox"/> Teal <input type="checkbox"/> Red <input type="checkbox"/> Yellow <input type="checkbox"/> White <input type="checkbox"/> Gray <input type="checkbox"/> Tan <input type="checkbox"/> Burgundy <input type="checkbox"/> Other _____ Body Style: (check one) <input type="checkbox"/> 2-Door <input type="checkbox"/> 4-Door <input type="checkbox"/> Hatchback <input type="checkbox"/> Sport Utility <input type="checkbox"/> Van/Minivan <input type="checkbox"/> Truck/Pickup <input type="checkbox"/> Motorcycle <input type="checkbox"/> Convertible <input type="checkbox"/> Other _____
----------------------------	--

PERMIT	Duration: (check one) <input type="checkbox"/> Annual <input type="checkbox"/> Semester <input type="checkbox"/> Motorcycle <input type="checkbox"/> Daily <input type="checkbox"/> Staff Special (semester only) Style: (check one) <input type="checkbox"/> Repositionable Static Cling <input type="checkbox"/> Adhesive (Open vehicles ONLY with Vehicle Registration – Annual ONLY)
---------------	---

PAYMENT BY MAIL	Payment Enclosed \$ _____ <input type="checkbox"/> Check/Money Order enclosed (made payable to USF) <input type="checkbox"/> Check Number: _____ Note: Credit card payments may only be made in person or on our website (not by mail): http://www.usfsm.edu/parking/
------------------------	---

EMPLOYEE PAYROLL DEDUCTION	Payroll deduction is only available on sales of annual permits to regular Faculty, Staff (USPS), or Administrative (A&P) employees. OPS employees, Adjunct Faculty, University vendors, and special staff permits are not eligible for payroll deduction. The deadline to request payroll deduction for 2016-2017 annual staff permit sales is September 9, 2016, at 5 p.m. By signing this section you are authorizing USF's payroll department to make payroll deductions for up to 10 biweekly pay periods per permit year. It is the employee's responsibility to report any errors to Parking Services if the payroll deduction amount is incorrect. Permits must be returned to Parking Services upon ending employment with USF. I elect to take my permit payroll deduction (select one): <input type="checkbox"/> Pre-Tax (Before Tax) <input type="checkbox"/> Post-Tax (After Tax) Employee # (EMPL ID) _____ Employee Signature (Required for payroll deduction): _____
-----------------------------------	--

All information provided to USF Sarasota-Manatee Parking Services on this document is accurate and complete and I understand fines and penalties may be assessed for misrepresentation. Receipt of this permit acknowledges my acceptance of responsibility for all violations associated with this permit and compliance with University parking policies and guidelines. The USF System or the collection agency will assess a charge representing a reasonable cost of collection efforts to effect payment for overdue accounts. Please be advised that the collection agencies that USF and other state universities contract with currently mark-up parking citations and late fees by approximately 25%. The contracted collection fee amount is subject to change without advance notice.

Signature (Required): _____ **Date:** _____