

PARKING PERMIT REQUEST FORM

FACULTY/STAFF

PLEASE RETURN TO: Marika Sanchez, Saville Hall Rm. 106, msanchez@quincycollege.edu
Quincy College, 24 Saville Avenue, Quincy, MA 02169
(617) 984-1648 | www.quincycollege.edu

PERMIT # _____

RECEIPT # _____

(this fee is non-refundable)

Name: _____

Student ID# _____

License Plate # _____
(include state)

Handicapped Parking: ____ Yes ____ No

Car: Make: _____

Model: _____

Year: _____

Color: _____

PLEASE READ THE FOLLOWING PARKING REGULATIONS:

1. **Handicapped Parking:** Handicapped spaces are located in the Saville Hall garage and at the rear of Newport Hall parking lot.

2. **In order to be eligible to park in Quincy College parking spaces designated for faculty/staff use, vehicles must display the following:**
 - a) For those individuals assigned parking in the President's Place garage, an electronic access egress card (must be in operator's possession).

 - b) For those individuals parking under the overhang of the President's Place garage or in the Saville Hall garage, a valid Quincy College parking tag, prominently displayed (facing the front of the vehicle) from the rear view mirror.

 - c) Those faculty/staff assigned parking privileges in the President's Place garage may not park in any Quincy College lots or designated spaces outside the President's Place garage.

 - d) Faculty/staff parking in violation of above are subject to revocation of parking privileges and their vehicles subject to being ticketed and/or towed.

3. **Only the vehicles of those individual Quincy College faculty/staff, for whom a space has been reserved, may occupy reserved parking spaces. All other vehicles parked in said spaces are subject to being ticketed and/or towed.**

(CONTINUED ON THE OTHER SIDE)

I have read both sides of the Quincy College Parking Regulations.

Signed: _____ Date: _____

Printed Name: _____

4. If the vehicle of a faculty/staff member is parked in a student-designated space, that vehicle is subject to being ticketed and/or towed.
5. Any vehicle occupying more than one space or parts of more than one space is subject to being ticketed and/or towed.
6. Any vehicle parked in such a manner as to prevent free access to or egress from any road, passage way, fire lane, parking area or parking space is subject to being ticketed and/or towed.
7. Vehicles displaying a valid handicapped registration plate or placard issued by the Commonwealth of Massachusetts may park in any of Quincy College's designated handicapped parking spaces with a faculty/staff parking sticker, provided that: the vehicle is being operated by the person for whose benefit the handicapped plate or placard was issued, and; said operator is then teaching classes or otherwise conducting business with Quincy College.
8. Any vehicle parked in a designated handicapped parking space and not displaying a valid handicapped registration plate or placard, or otherwise not meeting the requirements of Paragraph (7) above, is subject to being ticketed and/or towed.
9. Any Quincy College faculty/staff assigned to park in the President's Place garage must use the facility as their exclusive on-campus parking area. Any such vehicle parked in Quincy College spaces outside President's Place garage is subject to being ticketed and/or towed.
10. The issuance of "warnings" by Quincy College security and other staff for violation(s) of these parking regulations is discretionary, past practice notwithstanding. Individual(s) may assume that if they are in violation of any of these regulations, their vehicle(s) will be ticketed and/or towed.
11. Any vehicle parked in violation of these regulations or endangering public safety is subject to being ticketed and/or towed and, depending on the volume and/or seriousness of the violation(s), the operator revocation of parking privileges.
15. Students and staff park at their own risk. Quincy College is not responsible for any theft or damage. Please do not leave any valuables in the car.