

Department or Personal Reserved Stall

Definition and Purpose

This defines a way for GT Departments and individual employees to secure a “Reserved” parking stall (24 hrs/day, 7 days/week) in a specific lot/deck to meet their business needs.

Rules and Regulations

- All reserved parking stalls must be renewed annually (refer to Permit Rates).
- Reserved stalls that are not renewed will be removed after August 15.
- Stalls are reserved 24 hrs/day, 7 days/week in a specific lot with a reserved stall signed posted. Reserved stalls may be off-line for a special event such as an athletic event.
- A reserved stall sign may only be installed by PTS.

Restrictions

- Request for a reserved stall must be approved by the Senior Director.
- PTS staff will enforce reserved stalls upon complaint only.
 1. Department will provide PTS with a list of staff authorized to call and request that vehicles parking illegally in reserved stalls are cited or towed.
 2. Citations requested by departments will be upheld.
- PTS may limit the total number of reserved stalls on campus.
- Annual Reserved Stall Permits are only valid in the assigned reserved space.
- When relinquishing an Annual Reserved Stall Permit, the refund will be determined by a prorated schedule.
- Refunded balances of the paid annual reserved space fee will be minus any other charges including citations and late fees.
- Temporary Reserved Stall Permits are only valid in the assigned reserved space under the following conditions:
 1. All-day, AM or PM time period circled with the appropriate date stamped.
 2. A proprietary date stamp approved by GT PTS.
- Department reserved stalls may not be used in lieu of purchasing an Annual Individual Parking Permit for personal vehicles.

Related References

Special Events

PTS Parking Rates

Lots/Stolen Replacement Permit

Annual Individual Parking Permit

Number	PTS-
Effective Date	Permit Year 2014-15
Date Created	November 13 , 2012
Date Approved	March 14, 2013
Date Reviewed by Legal	March 14, 2013
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File Location	