

Parking Permit Agreement

I ACCEPT THE RESPONSIBILITY TO PARK ONLY WHERE AUTHORIZED AS OUTLINED IN THE PARKING RULES & REGULATIONS FOR GEORGIA INSTITUTE OF TECHNOLOGY, AND AGREE TO THE FOLLOWING STATEMENTS (PARKING RULES):

Georgia Tech's parking regulations, policies and procedures apply to all vehicles operating on Institute property, as **ALL PARKING ON CAMPUS IS BY PERMIT ONLY**. Any person operating a motor vehicle (including a motorcycle, mopeds, and power scooters), who wishes to park on campus is subject to the conditions that permit holders abide in the Policies and agree to pay the fees charged for parking permits and all costs or penalties associated with violations of the provisions outlined herein.

Vehicles parked on Georgia Tech's campus must display a valid parking permit or decal, which is available from the Parking and Transportation Services (PTS) office. Vehicles parked without a valid permit are subject to ticketing, towing (at the owners expense), and/or immobilization. A permit holder who finds no space available in their assigned parking zone should notify PTS immediately. PTS will arrange to temporarily park the vehicle in another lot. Note that a failed meter is considered a no parking zone.

General parking rules and regulations including lot designations, parking fee rates, visitor and special event parking, and alternative transportation are updated annually and are available on the PTS website at www.pts.gatech.edu . It is the responsibility of each member of the campus community to read, understand, and abide by the regulations.

General Parking Policies:

- A. All permits (including the permit number) must be clearly visible and properly displayed to be valid (hanging from the rear-view mirror with the photo facing out, or adhered to the lower driver's side windshield).
- B. Permits are not transferable between persons; they can be used only by the person to whom the permit was assigned. Resale of a parking permit or purchase of a parking permit from any other person is a violation of these regulations and is subject to revocation and vehicle impoundment at owner's expense.
- C. Parking is permitted in designated parking spaces only. Parking in handicap spaces (without a valid state issued handicap decal) or in the cross-stripped access aisle, in fire lanes, driveways, on campus landscaping, loading zones (without a proper permit), sidewalks, crosswalks, bike lanes, bus stops, doorways, entryways, or other no parking zones is prohibited.
- D. Motorcycles, mopeds, and powered scooters are prohibited from parking at bicycle racks. All such vehicles must utilize the appropriate motorcycle parking spaces as outlined in various lots on campus and updated annually on GT's PTS Parking Zone Map. Areas not specifically marked for parking are considered no parking zones.
- E. Parking is permitted only in authorized spaces marked by lines in the appropriate lot/deck designations. Vehicles parked with tires touching or over the stall markers are subject to ticketing.
- F. Double parking is prohibited on any campus roadway.

Enforcement & Citations:

All parking rules and regulations are subject to enforcement 24 hours a day, seven days a week. PTS reserves the right to cite, immobilize, and/or tow any vehicle located on Institute property if that vehicle is in violation of parking policies. Citations are written to ensure that permit parking areas are reserved for paying customers, and to contribute to campus safety.

Any citations written against vehicles not in the GT Parking system will be traced via the Department of Motor Vehicles, through which address information is obtained and used for collection purposes. Citations can be appealed within 10 days of being written. After the appeal process is completed, the citation fine will be upheld, voided, or reduced. *Ignorance of the parking regulations is not an acceptable reason for appeal of a violation.*

Permits:

PTS offers a variety of permits to faculty, staff and students including Annual, Carpool, Evening/Weekend, SmartPark, Motorcycle, Reserved Space, Temporary, and Dual Access (with PTS approval only). PTS establishes the criteria to allocate Annual and Carpool parking spaces each year among members of the campus community, which are reserved through online renewal and general sales between April 1st and June 30th.

Same-zone renewals have first priority. After the annual renewal period has concluded, PTS sells remaining permits in each lot, to applicants on a first come/first serve basis.

Payment of applicable parking fees entitles the permit holder to park/enter an assigned parking lot or deck. Upon separation of employment or termination of affiliation with the Institute, parking permits must be surrendered to the PTS office to receive a prorated refund for the permit. Returns are accepted for refund on or before March 31st. **A refund will not be issued until the permit has been returned or notification has been received that the permit was lost or stolen.**

Returns/Refunds:

Persons who return their annual parking permit to the Parking Office prior to March 31 may receive a prorated refund of the paid annual fee upon:

- Return of the permit to the Parking & Transportation Office
- Having no outstanding parking citations on file

No refunds will be issued after March 31st.

Notes to Remember:

- Parking and Transportation Services accepts NO responsibility for damage to or theft of any motor vehicle or its contents while parked on campus.
- Vehicles parked in violation of rules may be towed away at the owner's expense.
- The permit holder is liable for all violations issued against his/her permit.
- Lack of a convenient space is not a valid excuse for parking in violation of regulations.
- Any portion of a vehicle parked in a restricted area constitutes a violation, i.e., handicap, service vehicle, emergency, fire lane, drive way, and reserved parking.
- All vehicles parked on campus must properly display a valid parking hangtag permit or decal.
- It is not necessary to receive a warning notice before a ticket is issued.
- A vehicle not displaying a parking permit will be recognized as an unregistered vehicle and is subject to citation.
- Resale of a parking permit or purchase of a parking permit from any other person is a violation of these regulations and is subject to revocation and vehicle impoundment at owner's expense.

Certification:

I do hereby agree to comply with all parking regulations of the Georgia Tech Parking and Transportation Services. I fully understand that fines for all parking citations issued to me or issued to vehicles which I own, operated or which are registered to me, must be paid before I can purchase a 2015-2016 permit. I understand and agree with the regulations listed above, and further understand and agree that if I fail to abide by the regulations, my vehicle may be subject to ticketing and/or towing at my own expense.