

**Parking Office**

Wooster Hall 114, 1 Hawk Drive, New Paltz, NY 12561-2443 ▪ (845) 257-3347 ▪ Fax (845) 257-3495  
www.newpaltz.edu/parking ▪ Hours: M-F Academic Year 8:30 a.m. - 4:30 p.m. ▪ Summer 8:00 a.m. - 4:00 p.m.

**INSTRUCTIONS:** Complete each item on this form. Please print or type information. Return this form with **valid vehicle registration, drivers license and your payment** (cash, checks payable to SUNY New Paltz, Discover, Visa, MasterCard, American Express or money order) for the appropriate fee to the Parking Office. If processing by mail photocopies are needed.

**Faculty/Staff, and Commuter and Residents students may apply for a permit online through their my.newpaltz.edu account and pick up in Wooster Hall 114 with a picture ID. All other categories of permit must apply in the Parking Office.**

**PERMITS**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Commuter – Full Year..... \$80 | <input type="checkbox"/> Resident – Full Year .....\$80 | <input type="checkbox"/> Faculty/Staff or TA .....\$25     |
| <input type="checkbox"/> Commuter – Fall..... \$40      | <input type="checkbox"/> Resident – Spring .....\$40    | <input type="checkbox"/> Management Confidential.....\$100 |
| <input type="checkbox"/> Commuter – Spring..... \$40    | <input type="checkbox"/> Resident – Summer .....\$25    | <input type="checkbox"/> Other ..... \$ _____              |
| <input type="checkbox"/> Commuter – Summer..... \$25    |   |  |

- Please note: Limited number of Commuter Fall permits available. Sold on a first come, first served basis.
- Any student who purchases a parking hang tag for a full year and does not return in the Spring will be entitled to a \$40.00 refund by returning the hangtag to Wooster Hall 114 by January 31, 2020.
- I will be using a Handicap permit (optional response)

**PERSONAL INFORMATION (Faculty/Staff must present College ID)**

Name: (last) \_\_\_\_\_ (first) \_\_\_\_\_ Banner#: N \_\_\_\_\_  
 Permanent Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Residence Hall or Department Name: \_\_\_\_\_  
 Permanent Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Local/Cell Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

**VEHICLE INFORMATION – Valid registration required**

Vehicle Registered to: \_\_\_\_\_  
 License Plate#: \_\_\_\_\_ Vehicle Year: \_\_\_\_\_ Vehicle Make: \_\_\_\_\_  
 State of Registration: \_\_\_\_\_ Vehicle Color: \_\_\_\_\_ Vehicle Model: \_\_\_\_\_

***I am responsible for being aware of all policies stated in the "Parking Rules and Regulations Summary" at www.newpaltz.edu/parking***

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

**PLEASE CHECK ONE OF THE FOLLOWING BELOW**

**Hang tags must be picked up in person or mailed for an additional charge.**

- Wooster Hall 114 8:30 a.m. - 4:30 p.m.
- University Police after 5:00 p.m. (for faculty/staff evening workers or commuters with night classes only)
- Return receipt requested to your permanent home address. (additional \$7.00 fee).

**PAYMENT INFORMATION (IF PROCESSING BY MAIL OR FAX)**

Circle One: Visa MasterCard AmEx Credit Card #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
 Expiration Date: \_\_\_\_\_ Cardholder's Name: \_\_\_\_\_  
 Daytime Phone: \_\_\_\_\_ Cardholder's Signature: \_\_\_\_\_  
 CVV/CVC Code on card \_\_\_\_\_ Amount charging: \$ \_\_\_\_\_

If you would like your hang tag mailed to your permanent home address, certified return receipt requested, please include \$7.00 for the shipping fee.