

# VUW STAFF CAR PARKING PERMIT APPLICATION

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Work/Cell: \_\_\_\_\_

Staff ID no: \_\_\_\_\_

Department: \_\_\_\_\_

Car Registration Number/s: \_\_\_\_\_

\_\_\_\_\_

Trimester 1 only  
\$380

Trimester 2 only  
\$380

Trimester 3 only  
\$380

**Privacy Act**

Information given on your application form will be used only for matters relating to car parking

They will not be passed to anyone without specific permission of the applicant.

Applicants have the right of access to this information and can request the alteration of information as required.

Kelburn Campus (Wai-te-ata Road, Tennis Courts only)	
Fairlie Terrace (available to Crèche users only)	
Pipitea Campus (Railway Station Platform 9 only)	

**Please ensure you have read and understood the terms and conditions on the reverse side of this form before submitting.**

Office Use Only			
<input type="checkbox"/> Approved		<input type="checkbox"/> Declined	
	Trimester 1	Trimester 2	Trimester 3
<b>Permit #</b>			
<b>Amount Paid</b>			
<b>Received by</b>			
<b>Date</b>			

# VUWSA Parking Permit Terms and Conditions

1. Parking permits are non refundable and non transferable.
2. A replacement permit fee is \$100.00.
3. Parking permits are only valid for the car registered on that permit.
4. Parking permits must be displayed on the dashboard or front windscreen of the vehicle, so that the front of the permit is clearly legible from the outside of the vehicle.
5. Vehicle registration number specific permits will only be valid if displayed in the vehicle identified on that permit.
6. No vehicle shall display any parking permit which has been altered, defaced, mutilated or added to, or upon which the figures or particulars have become illegible.
7. Parking permits and conditions are valid from 8am – 6pm Monday to Friday.
8. Permit holders hereby agree to indemnify and hold harmless the VUWSA from and against all claims, actions and other liabilities and expenses arising out of utilising the parking spaces available.
9. Holding a parking permit does not guarantee a parking space of your choice.
10. A permit holder failing to display a parking permit valid for the relevant car park at that time, shall be liable to be clamped which will result in a penalty charge of \$50.00.
11. Parking Permits used in breach of these terms and conditions may be withdrawn and if a Parking Attendant has reasonable cause to believe that a person is misusing a parking permit the VUWSA may require the driver or person in charge of the vehicle to forfeit the permit.
12. Due to the high demand for parking permits, all permits are allocated on a Needs Analysis basis. All applicable information must be submitted to support your application.
13. Only one application will be considered per person and only one permit will be issued per application.
14. The VUWSA does not take responsibility for car pooling arrangements.
15. In Trimester 1, due to student demand, we are unable to sell VUW staff permits until the 1st April. In Trimester 2 and Trimester 3 permits are available at commencement of the Trimester.
16. Parking permits are available on a per Trimester basis only.
17. Proof of VUW employment status will be required.

I have read and accept the above terms and conditions (Please tick box)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_