

CUSTOMER INFORMATION

Please Print

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OSU ID (8 or 9 digits)

Last Name _____ First Name _____ M.I. _____

Home Address _____

City _____ State _____ Zip _____

Home Phone _____ Work Phone _____ E-mail Address _____

LIST OF VEHICLES OWNED

Make	License Plate	State

PAYMENT

- | | |
|--|--------------------------------------|
| <input type="checkbox"/> Pre-Tax Payroll Deduction
<small>(see back of card for more information)</small> | <input type="checkbox"/> Cash |
| <input type="checkbox"/> Master Card/Visa | <input type="checkbox"/> Buck ID |
| <input type="checkbox"/> Discover | <input type="checkbox"/> Check |
| <input type="checkbox"/> American Express | <input type="checkbox"/> Money Order |

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Credit Card Number

exp. date

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SIGNATURE

X _____
Signature (required of all applicants)

I understand and agree to comply with the OSU Parking Regulations.* If I have elected the Pre-Tax Payroll Deduct option, I have read and understand the statement attached to this card and I irrevocably elect to have my compensation reduced by the amount of the current charge for the permit type that I have selected.

*Policies and Procedures can be found on our website at tp.osu.edu.

OSU AFFILIATION (CHECK ONLY ONE)

- | | |
|---|---|
| <input type="checkbox"/> Faculty/A&P | <input type="checkbox"/> Staff/CCS |
| <input type="checkbox"/> Student (residence hall) | <input type="checkbox"/> Student (commuter) |
| <input type="checkbox"/> Visitor | <input type="checkbox"/> Contractor |
| <input type="checkbox"/> Emeritus | <input type="checkbox"/> Retiree |
| <input type="checkbox"/> Other _____ | |

PERMIT TYPE

Please enter your permit choice in the box using the codes from the attached list. If you are unsure of your affiliation, eligibility, or need help choosing a permit type, please contact a T&P customer service representative at 614-292-9341.

Transportation & Parking Services

160 Bevis Hall
1080 Carmack Road
Columbus, OH 43210
(614) 292-9341 or 1-877-OSU-PARK (toll free)
<http://tp.osu.edu> • tpinfo@osu.edu

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For Temporary Permits Only
(TM, TD, CVAM, CB, or VEND):
Start Date _____
End Date _____
Central West Campus

office use only	CUID _____
Permit # _____	
Date Issued _____	Fee _____ Issued By _____

AVAILABLE PERMITS BY AFFILIATION

Faculty/Administrative & Professional

- | | |
|----------------------------|------------------------------|
| A Central Campus | |
| WA West Campus | |
| CX Commuter Express | |
| D Disability* | |
| MC Motorcycle | COTA Monthly Bus Pass |
| R Retiree | LO Local |
| E Emeritus | EX Express |

Staff/Classified Civil Service (Note BG garage allocation change)

- | | |
|--|------------------------------|
| B Central Campus | |
| WB West Campus | |
| BG1 Daytime Garage Group 1 <small>(Arps, Northwest, Tuttle Park, Lane Ave.**)</small> | |
| BG2 Daytime Garage Group 2 <small>(9th Ave. East, 9th Ave. West, South Cannon***)</small> | |
| BG3 Daytime Garage Group 3 <small>(11th Ave., Ohio Union North)</small> | |
| BE Evening Garage | |
| CX Commuter Express | |
| D Disability* | COTA Monthly Bus Pass |
| MC Motorcycle | LO Local |
| R Retiree | EX Express |

Student (Note CG garage allocation change)

- | | |
|--|--|
| C Central Campus <small>(Commuter – Rank 3 and above)</small> | |
| WC West Campus <small>(Commuter – All ranks)</small> | |
| WCS West Campus Overnight <small>(Residence Hall – All ranks except First Year)</small> | |
| CPN Central Campus Proximity North | } <small>(Residence Hall – Rank 3 and above: LIMITED AVAILABILITY)</small> |
| CPS Central Campus Proximity South | |
| CPT Central Campus Proximity Towers | |
| CX Commuter Express <small>(All ranks)</small> | |
| CG1 Daytime Garage Group 1 <small>(Tuttle Park, Lane Ave.**)</small> | |
| CG2 Daytime Garage Group 2 <small>(9th Ave. East, 9th Ave. West)</small> | |
| CG3 Daytime Garage Group 3 <small>(11th Ave., Ohio Union North)</small> | |
| CE Central Campus Evening Garage <small>(Commuter – Rank 3 and above)</small> | |
| WCE West Campus Evening Garage <small>(Commuter – All ranks)</small> | |
| D Disability* | |
| MC Motorcycle <small>(All ranks)</small> | |

Visitor/Temporary

- | | |
|--|--|
| TS Daily Temporary Permit | |
| TM Multiday Temporary Permit | } <small>(Specify Monthly or Quarterly AND Central or West Campus)</small> |
| TD Temporary Disability Permit* | |

Contractor/Vendor

- | |
|---|
| CVAM Contractor/Vendor Monthly/Daily On-Site Surface Parking |
| CB Contractor Monthly/Daily Remote Surface Parking |
| VEND Vendor Monthly/Daily Surface Parking <small>(B and C spaces only)</small> |
| CVA Yearly Contractor/Vendor Permit |

*** For Disability Permits Only:** Please remember to include a copy of the Registration you received with your State Disability Placard if this is a new disability application or if your state placard has expired or will expire in the near future.

** Lane Ave. Garage opens in 2010 *** South Cannon Garage closes December 2009

Terms of Agreement for Payroll Deduction

I hereby elect to participate in the Pre-tax Payroll Deduct Parking Program and agree to have my compensation reduced by the amount of the permit fee. Should I wish to terminate my participation in the Program, or if my University compensation stops for any reason (leave of absence, termination from OSU, etc.), I will return the permit to Transportation & Parking Services and indicate that I no longer wish to participate in the program.

I understand that if a payroll deduction is missed for any reason, I am still responsible for the payment due. I am aware that failure to pay a missed deduction will result in issuance of a citation or my permit may be classified as revoked. Unpaid citations or display of a revoked permit may lead to impoundment of my vehicle. I agree citations issued under these circumstances are not eligible for appeal.

Cancellation of Payroll Deduction

Separation from the University or Your Compensation Stops— if an individual separates from the University, he/she must return their permit to Transportation & Parking Services. Until the permit is returned to Transportation & Parking Services, the permit is considered active and fees for the permit will continue to accrue. If the fees of the permit become overdue by more than a month, the permit and all parking privileges associated with that permit will be revoked. The cancellation date of a permit is effective when the permit is returned to Transportation & Parking Services, not the official date of termination. No refund is given for any unused portion of the current month. Deductions will stop in the next calendar month.

Refunds — due to the pre-tax nature of the deduction, refunds cannot be generated for permits that have not been used for a period of time, nor can refunds be generated for the month in which the permit is returned. Refunds are only generated if an error occurs.

Missed Deductions — if a deduction is missed, for any reason, Transportation & Parking Services will attempt to contact the customer via automated notice. The notice also serves as an invoice for the amount of the missed deduction(s). If after 60 days the customer has not been successfully contacted and/or missed payments have not been received, permit privileges will be revoked. Customers are responsible for missed payments while the permit is not in the possession of Transportation & Parking Services.



**Transportation
& Parking
Services**

160 Bevis Hall • 1080 Carmack Road • Columbus, OH 43210



2009-10 PARKING PERMIT APPLICATION