

Rules and regulations governing parking are in effect 24 hours per day, 7 days a week, 12 months a year unless otherwise specified.

Permit holders may be asked not to park in the BSU lots when events are scheduled.

#### Special Permits:

Special permits allow accommodation of persons in situations that do not fit readily into usual categories. A complete and accurate license plate number must be given and all outstanding obligations to Parking Services paid to obtain any special parking permit. Special permits must be filled out completely to be valid. It is the responsibility of the departments arranging for special parking permits to educate the visitor as to where a permit is valid. Boise State University students, faculty and staff members are responsible for advising their visitors of parking rules and regulations. Special Permit owners must comply with University traffic and parking regulations and are responsible for such compliance by users of those vehicles. Vehicles displaying special parking permits found in violation of parking regulations will be ticketed, and the permit holder will be obligated to pay all fines incurred. Misuse of any special parking permit by students, faculty, staff or campus visitors will result in the permit being voided, vehicle being ticketed and/or towed away, and/or parking privileges of the permit holder being revoked.

#### Workshops, Seminars, & Various Educational Programs:

Students and instructors may purchase parking permits valid in areas designated on the permit for up to five days, prorated at the effective rate for equivalent Day Parking Permits, for workshops or seminars. Alternatively, those attending longer, or multiple workshops/seminars might wish to purchase General parking permits.

#### Availability:

Ongoing; General permits are available from June 1, valid to end of following academic year.

In addition, Special Program patron parking permits are available (valid at locations and for specific days, times, and sessions listed on the permits) for Fall, Spring, or Summer sessions of youth and special programs sponsored by Boise State (music, gymnastic, and Kinesiology programs, for example)...

#### Availability:

Ongoing.

### Vendors, Contractors, & Members of the Press:

These and other groups or individuals frequently doing business on campus, are eligible to purchase yearly vendor permits renewable at current permit rates. Long-term vendor permit requests should be submitted on letterhead stationery with names of employees and the make, year and license plate numbers of vehicles eligible for permit use. Subsequent changes should be covered by updated letters. Typically a vendor parking permit is valid in areas indicated on the permit, usually for 2 hours in designated permit areas. It is not valid for Boise State student, faculty or staff use; violators may be cited and/or towed.

#### Availability:

Ongoing, annual renewal, valid 12 months from date of purchase;

### Contractor's Day Permits:

For those contractor vehicles parking outside a construction site compound allowing them to park in areas designated on the permit for the day issued.

#### Availability:

Ongoing.

### University Personnel or University Vehicle Special Circumstances:

The following are relevant to situations typically encountered by University departments and personnel in dealing with parking matters.

### University Vehicle Permits:

University vehicles attached to departments will not be required to display parking permits while parked in University-designated compounds or the designated University vehicle parking lot (general permit required area of Health Science Riverside, HSR). However, all University vehicles parked overnight in other general or reserved parking areas are required to purchase reserved or general permits. No permits will be sold to University vehicles in the Visitor lots or parking structures.

#### Availability:

From June 1, valid to end of following academic year.

#### Department Special Permits:

While University department employees utilize personal vehicles to park on campus for University business, they are to display a Department Special dash parking permit in addition to a current Boise State general or reserved permit. The combination allows parking in lots designated on the permit for either 2 hours, 4 hours or unlimited time. (Not Valid in Designated Spaces) Department permits are invalid in accessible and no-parking areas. Departmental permits are not valid for use by department guests, or students and are for business use only. All permits must be clearly readable from outside the vehicle. Departmental permits are issued on a yearly basis and must be renewed annually.

#### AUTHORIZED USE OF DEPARTMENTAL SPECIAL PERMITS

- Allows employees to use personal vehicles to perform work related functions.
- Attend work related meetings in other areas of campus.
- Pickup and/or delivery of supplies, equipment, etc.

#### UNAUTHORIZED USE OF DEPARTMENTAL SPECIAL PARKING PERMITS:

- NOT for personal use by Boise State University students, faculty or staff
- To attend class.
- To improve the parking location (such as parking closer to their assigned location than is provided by their primary parking permit).
- NOT to be issued to visitors, friends, spouses, children, etc.

#### Availability:

Ongoing, annual renewal, valid 12 months from date of purchase.

#### Long-Term (Yearly) Visitor Permits:

(Examples: Legislators & State Board of Education Members):

Departments that have frequent visitors, that do not fall under the criteria of Volunteers, Lectures and Special Guests, may purchase these annual permits. Permits are valid for one year from date of purchase. Places valid and cost vary.

#### UNAUTHORIZED USE OF LONG-TERM VISITOR PERMIT:

Not valid for use by Boise State University students, faculty or staff.

#### Temporary Employees:

Boise State departments utilizing temporary employees may obtain special parking permits valid in general permit areas only at no charge for up to 30 calendar days. After that, the department or the employee is to purchase a parking permit.

#### Availability:

Ongoing.

Volunteers, Lecturers, and Special Guests:

If requested by the sponsoring department, no-charge permits for parking in general permit areas, parking structure, and the visitor lots from 7:00 a.m. to 5:00 p.m. Monday-Friday and reserved lots after 5:00 p.m.. These are available for volunteers, lecturers, or special guests who donate their time and/or services to the University. Current students, faculty and staff are not eligible for this permit type. Departments may purchase parking permits for special guests, lecturers, and visitors who are given compensation of any type for services rendered.