

FACULTY / STAFF

VIRGINIA PENINSULA COMMUNITY COLLEGE

Department of Police & Security Services Parking Permit Application / Update Form Academic Year 2022-2023

PLEASE SELECT ONE OF THE FOLLOWING:

___ Initial Permit for Academic School Year (\$30 fee) ___ Replace Lost or Stolen Permit (\$15 fee)
___ Additional Permit (\$15 fee for each) ___ Update Vehicle Information only (no fee)

TOTAL # OF PERMITS BEING REQUESTED: _____

Employee Information

EMPL ID Number: _____ Date of Birth: _____

Last Name: _____ First Name: _____ M.I.: _____

Home Address: _____

City: _____ State: _____ ZIP Code: _____

Primary Campus: _____

Vehicle Information

License Plate* (Vehicle #1) _____ (required) State _____

License Plate (Vehicle #2) _____ State _____

License Plate (Vehicle #3) _____ State _____

License Plate (Vehicle #4) _____ State _____

(1) I understand that I am liable for any parking violations issued to me by the VPCC Department of Police and Security Services. (2) I agree to either pay all assessed fines and/or applicable late fees or submit an "Appeal Application" within 10 business days after the alleged violation. (3) I further agree to pay any citations, which the Appeals Committee denies within 10 business days of the committee's decision. (4) I understand that I will be held responsible for all fees incurred in the efforts to collect any unpaid parking violations. (5) I acknowledge that I am aware the VPCC Parking Policy Rules and Regulations are available online at <https://www.tncc.edu/police/parking/regulations> (6) I understand that it is my obligation to become familiar with this Policy and that VPCC has the right to enforce such Rules and Regulations. (7) I understand that if my fines and/or late fees remain unpaid upon my departure from Virginia Peninsula, my final paycheck may be subject to a payroll deduction in the total amount due to the Virginia Peninsula Department of Police and Security Services.

I agree to hang the permit from the rearview mirror with permit number facing the front windshield of any vehicle I park at VPCC in accordance to VPCC Parking Policy.

Signature: _____ Date: ____/____/____ Issued By _____

Cashier Use Only – (Please circle the appropriate type)

Decal Type: F1 F2 PF Decal Payment: Credit Card Cash Check Payroll Deduction

Entered By _____