

**UNIVERSITY OF NORTH TEXAS
PARKING RULES AND REGULATIONS
August 27, 2009- September 1, 2010**

- **1.0 MISSION STATEMENT**
- **2.0 OFFICE HOURS AND LOCATION**
- **3.0 INTRODUCTION**
- **4.0 DEFINITIONS**
- **5.0 PARKING AUTHORITY AND CONTROL**
- **6.0 GENERAL INFORMATION**
- **7.0 PERMIT INFORMATION**
- **8.0 PERMIT CLASSIFICATIONS**
 - 8.1 - Authorized "AA" Vehicle Permits (red permits)
 - 8.2 - Faculty/Staff Reserved "A" Permits (green permits)
 - 8.3 - Faculty/Staff "D" Permits (blue permits)
 - 8.3.6 - TF Permits
 - 8.4 - Honor/Retired Faculty/Staff "HF" Permits (Gold Decal)
 - 8.5 - Residence "R" Permits (orange permits)
 - 8.6 - Premium Commuter "P" Permits (gold permit)
 - 8.7 - General Commuter "G" Permits (maroon permit)
 - 8.8 - Athletic Center "AC" Permits (gray permit)
 - 8.9 - Vendor "V" Permits (purple permit)
 - 8.10 - Motorcycles, Motorbikes, and Motor Scooters
 - 8.11 - Bicycles
 - 8.12 - President's Council Permits
 - 8.13 - Dallas campus/UNTHSC/TWU Parking Permits
 - 8.14 - Handicap and Disabled Veterans
 - 8.15 - Temporary Permits
 - 8.16 - Summer Parking Information
 - 8.17 - Clients and Conference/Workshop Attendees
 - 8.18 - Service Vehicle
 - 8.19 - Discovery Park "DP" Permits
 - 8.20 - "Greek" Permits
 - 8.21 - Construction Permits
 - 8.22 - Adjunct Faculty Permits
 - 8.23 - Rideshare
 - 8.24 - Parking Meters
- **9.0 PERMIT TIME TABLE**
- **10.0 PARKING FEES**
 - 10.1 - Permit Fees
 - 10.2 - Permit Refunds
 - 10.3 - Replacement Permits
 - 10.4 - Late charges
 - 10.5 - Information Concerning Impounds
 - 10.6 - Revocation of Parking Privileges
 - 10.7 - Citation Fee Schedule
- **11.0 PARKING PAYMENT AND APPEALS**
 - 11.1 - Payment Procedures
 - 11.2 - Parking Appeals
 - 11.3 - Warnings
- **12.0 INFORMATION CONCERNING THE UNIVERSITY POLICE**

1.0 Mission Statement:

The primary goals of the Parking Services Department at the University of North Texas are:

- 1.1** To serve the community by providing outstanding customer service in support of the overall objectives of the University of North Texas;
- 1.2** To reduce traffic congestion and improve pedestrian safety through the sale of permits, fair and consistent application of the Parking Regulations, the promotion of our transportation system, and
- 1.3** To have parking options available for our students, staff, faculty, and visitors that meet the needs of our community.

2.0 Office Hours and Location:

The Parking Office is located at 1700 Wilshire Street, just south of Eagle Dr. neighboring Mozart Square and Sack 'N Save.
Office Hours are:

Fall and Spring Semester - August 17, 2009 -May 15, 2010: Monday through Thursday: 7:30 a.m. to 6:00 p.m.
Fridays: 7:30 a.m. to 4:30 p.m.
EXCEPTION: During winter break the hours shall be 8:00am -5:00pm M-Th, until 4:30pm on Fri.

Summer - May 17, 2010 -August 16, 2010: Monday through Thursday: 8:00 a.m. to 5:00 p.m. Fridays: 8:00 a.m. to 4:30 p.m.

Late Openings – When UNT will be opening late, the Parking Office will open ½ hour prior to the rest of the campus.

3.0 Introduction:

3.1 Parking on campus is a privilege not a right. Parking rules and regulations will be enforced.

3.2 The University of North Texas recognizes that the use of a motor vehicle on campus is a convenience for many and a necessity for some. We have a commitment to promote alternative transportation through ridesharing, vanpooling, biking, or our campus shuttle service and the Denton County Transportation Authority bus service. Our desire is to reduce traffic congestion and improve pedestrian safety through these mobility options.

3.3 UNT Faculty, staff, and students are responsible for family members and guests who park on campus and receive citations. We value all of our guests at UNT and want to make sure they are informed about parking options.

3.4 The Parking Office will communicate with the campus community when parking lots or areas are closed or any adjustments are made for construction or special events.

3.5 Posted signs over rule regulations, regulations over rule the map.

3.6 The parking wheel stops and curbs located all over campus are six inches tall. Many newer and some older model vehicles have special ground effects attachments, air dams; fog/driving lights, or other attachments that reduce ground clearance under the vehicle. Driving such vehicles over the parking wheel stop or curb may cause damage to these vehicles. Drivers are urged to use caution when parking vehicles to avoid damage. The University/System assumes no responsibility in such cases.

4.0 Definitions:

4.1 University-the word "university" in this text will refer to the University of North Texas located in Denton, Texas.

4.2 University Property-includes all properties owned, leased or otherwise under the control and jurisdiction of the Board of Regents of the University of North Texas System located in Denton, Texas.

4.3 Campus Area-refers to all university-owned or controlled property within the confines of the Denton campus. This area also includes all public streets under the jurisdiction of the City of Denton as granted through inter-local agreement under Texas Law.

4.4 Visitor-is defined as anyone who is not enrolled in classes or works for the university, and who is NOT otherwise affiliated with the university in any way. Visitor permits are allowed in any area designated on the visitor pass issued from the Parking Office, the Gateway Information Booth on North Texas Boulevard or the Information Booth on Avenue C. Visitor permits are required for all parking spaces except metered spaces and the Union Circle Parking Garage, where appropriate fees are paid. After hours, visitor permits may be obtained at the Sullivant Public Safety Center on Wilshire Street. Visitors are limited to two free permits per school year. Subsequent permits are sold in the Parking Office in the Sullivant Public Safety Center for \$4.00 per day. Disabled visitors are required to obtain a valid UNT visitor parking permit from the Information Booth located at Avenue C & Chestnut or in front of the Gateway or the Parking Office prior to using disabled parking. For further information call the Parking Office at (940) 565-3020.

4.4.1 These permits and spaces are not to be used by students, faculty or staff members of this campus. UNT Dallas staff and faculty may obtain and use these permits and spaces at no charge when visiting the Denton campus. Questions regarding visitor permits should be directed to (940) 565-3020.

4.4.2 Anyone attending a seminar at the university should purchase a conference pass from the Sullivant Public Safety Center, or by contacting the conference coordinator at the university. These passes are sold for \$4.00 per day, \$15.00 per week or \$25.00 for two weeks.

4.5 Parking Garage- The Union Circle Parking Garage is operated and owned by the University of North Texas.

4.6 Motor Vehicles- include automobiles, buses, trucks, motorcycles, motorbikes, motor scooters, all-terrain vehicles and Segways.

4.7 Other Vehicles-are defined as any mechanism or device that can be used for the transportation of passengers or cargo. This definition includes, but is not limited to: bicycles, skateboards, roller skates, in-line skates, wagons, and sleds.

4.8 Parking Permit-is defined as any decal, sticker, hang tag, or emblem authorized or issued by the University Parking Office.

4.9 Parking Zone-refers to a series of parking areas in which a particular permit is valid. Parking is permitted only with a valid UNT parking permit in designated spaces on campus. Please refer to the official UNT Parking Map, which can be found online at www.unt.edu/parking/maps.html, or at the Parking Office in the Sullivant Public Safety Center.

4.10 University Holiday-is defined as any day, except Saturday or Sunday that the university administrative offices are closed. For example: Thanksgiving, Christmas, or New Years Day. Days between semesters are not university holidays.

5.0 PARKING AUTHORITY AND CONTROL:

5.1 The Texas Education Code provides authority to the University of North Texas System to regulate parking. The University of North Texas System Board of Regents has delegated this authority to the President of the University of North Texas pursuant to UNT System Regent's Rule 11.800.

5.2 The President determines parking permit rates, meter rates, garage/facility parking rates, and establishes fine amounts for violations. The President has delegated authority to the Chief of Police to establish parking and traffic regulations, provide for their enforcement, and to operate the parking program

5.3 UNT Parking Services or Police Department employees are authorized to close or otherwise restrict parking in specific parking lots or locations for construction, maintenance, special events or other appropriate reasons necessary to accomplish institutional requirements.

5.4 All appropriate Texas criminal laws and motor vehicle laws, in addition to University regulations, are in effect on UNT property. Police officers have jurisdiction to enforce regulations and the authority to remove or impound any vehicle operated or parked in violation of the regulations.

6.0 GENERAL INFORMATION:

6.1 Speed Limit:

6.1.1 The speed limit for all vehicles in a parking lot is 10 MPH.

6.1.2 The speed limit for all vehicles on all streets through campus is 20 MPH.

6.1.3 The speed limit for all vehicles in a parking structure on campus is 5 MPH

6.2 The use of campus sidewalks by unauthorized vehicles is prohibited by motor vehicles as defined in 4.6 & other vehicles as defined in 4.7. Authorized university vehicles may use sidewalks and other appropriate areas for repairs and emergency operations.

6.2.1 The Chief of Police will designate approved routes, speed limits, and restrictions for service and delivery vehicles.

6.2.2 Vehicles shall not be operated on university sidewalks for the 10-minute period before and after class change time.

6.2.3 Motor vehicles are prohibited from parking in bicycle paths.

6.2.4 Operation of motor vehicles on sidewalks, lawns, and during class periods is regulated by UNT Policy 9.5, Vehicle Operation and Parking.

6.2.5 Other vehicles as defined in 4.7 are prohibited in the following areas:

- a. on any pedestrian walk, ramp courtyard, or patio or where signs are posted indicating this prohibition;
- b. within any building at the University;
- c. on any ramp established for persons with disabilities;
- d. on any stairs, landings or handrails on University property;
- e. in or on a University parking garage; or
- f. on University structures, including but not limited to benches, walls, sculptures, statues, or monuments.

6.2.6 Hot Dogging (as defined by Webster's Dictionary, "to do acrobatic stunts") using roller-skates; roller-blades, and skateboards or any other non-motorized device is prohibited on campus, unless specifically approved as part of a sanctioned University event.

6.2.67 No person upon roller-skates, skateboards, roller-blades or riding by means of any coaster shall go upon any street, roadway, or bike route/path except while crossing a street, roadway or driveway.

6.3 Lost/Stolen/Exchanged Permits

6.3.1 In the event that a permit is lost, stolen or no longer in your possession, it must be reported as such to the Parking Office as soon as possible. You are responsible for all citations or fees associated with the use of your permit prior to the date we receive your report. A replacement permit will then be issued for \$25.00.

6.4 Parking Defined

6.4.1 Responsibility for finding an authorized parking space within the zones designated by the permit rests with the motor vehicle operator. Vehicles must park within a defined space. A space is defined by two (2) parallel stripes, by wheel stops, or parking meters at the end of the vehicle. No part of the vehicle may be on or over a line or other such space delineators. Any vehicle parked parallel on a roadway must face the direction of authorized traffic movement. Vehicles that do not fit in a single designated space must coordinate their parking in Fouts Field with the Parking Office.

6.4.2 Parking a vehicle in any place that will create a traffic hazard or obstructs access is prohibited.

6.4.3 Parking in fire lanes is never allowed. During move-in/move out dates, vehicles may stop to load/unload but must be attended by a licensed driver at all times.

6.4.4 Barricaded Spaces: It is unlawful to park in a space with a barricade, to drive around a barricade or to remove a barricade

6.5 Parking Lot Enforcement

6.5.1 Student parking lots are enforced when classes are in session. See also 8.16.

6.5.2 Faculty/Staff parking is enforced when the university is open. See also 4.10.

6.5.3 Yellow curbs, handicap spaces, fire zones, loading zones, and motorcycle spaces are enforced 24 hours a day, seven days a week.

6.5.4 Spaces with marked time limits are enforced from 7:00 a.m. to 10:00 p.m. Monday through Thursday, and 7:00 a.m. to 3 p.m. Friday.

6.5.5 Service Vehicle Spaces are enforced 24 hours a day, seven days a week,

6.5.6 Meters are enforced 7:00am to 10:00pm Monday through Thursday, and 7:00 a.m. to 3:00 p.m. Friday, except university holidays, or as otherwise posted.

6.5.7 Reserved ('A') spaces are enforced Monday through Friday, 7:00am to 5:00pm when the university is open. Vehicles in these spaces must display the correct permit for the space during these times/day or they are subject to impounding

6.6 Miscellaneous Information.

6.6.1 Crossing signs, located at most crosswalks, will control pedestrian traffic.

6.6.2 Parking privileges may be modified at any time when necessary for safety, security, or traffic control reasons.

6.6.3 Students are responsible for changes in their address, phone number, etc. and must report all changes to the Parking Office immediately.

6.6.4 The Student Health & Wellness Center parking lot is enforced from 7:00 a.m. until 10:00 p.m., Monday through Friday. These spaces require a permit issued from the Student Health & Wellness Center front desk. After 10:00 p.m., any valid UNT permit will be honored.

6.6.5 If a disabled vehicle is parked in violation, the owner/operator of the disabled vehicle must notify the Police Department immediately for arrangements. Otherwise, owner/operator will be held accountable for any citation(s)/impoundment. Vehicles found with no identifying numbers visible are subject to impoundment. Non-operational vehicles must be removed from campus within 24 hours.

6.6.6 Recreational vehicles, semi-tractor/trailers, buses and similar vehicles are prohibited from overnight parking on campus unless prior arrangements are made with the Parking Office.

6.6.7 UNT Parking Permits are issued to cars, vans, pick-up trucks, motorcycles and sport utility vehicles only. Use on recreational vehicles is prohibited unless in accordance with 6.6. 6.

6.6.8 Car covers must have a permit attached to the cover within a weatherproof pocket or some method for permit to be visible under all weather conditions.

6.6.9 Other improperly parked vehicles do not constitute an excuse for improper parking

6.7 Parking Garage

6.7.1 Hourly parking is available at the posted rates.

6.7.2 Semester and annual parking is available via access card only.

6.7.3 Department validations accepted only with prior approval from the Parking Office.

6.7.4 Overnight parking is not allowed

6.7.5 Annual and semester access cards are available from the Parking Office.

6.7.6 It is prohibited for any person to deface, damage, tamper with, willfully break, destroy, or impair the usefulness of, or open without lawful authority an entry or exit gate or any other related equipment.

6.7.7 No open flames, such as portable grills, are allowed in any university parking garage.

7.0 PERMIT INFORMATION

7.1 All permits and access cards remain the property of UNT and may be recalled at any time. Permits are sold on a first come first served basis.

7.1.1 All 'D', 'P', 'G', 'R', Motorcycle and Discovery Park permits will only be sold on-line through www.unt.edu/transit

7.1.2 The Parking Office, located at the Sullivant Public Safety Center, will sell 'A', 'TF' and temporary permits. TF permits are only sold to persons whose job code makes them a TF. A list of authorized TF's shall be provided to the Parking Office by each department each semester.

7.1.3 All 2009-2010 School Year permits expire on August 31, 2010. See www.unt.edu/transit for more information.

7.1.4 The Athletic Center Office must authorize all AC permits for Athletic Center Lot 83.

7.1.5 If you must drive a vehicle other than the one you registered, you may either transfer your permit to the other vehicle or obtain a temporary parking permit from the Parking Office.

7.1.6 Permit Purchase/Renewals: Permit renewals are the responsibility of each permit holder. Failure to purchase or renew the permit for any reason is the sole responsibility of the permit holder and may result in the loss of the permit. All deadlines are final. Renewal notifications are a courtesy only and failure to receive a notification does not alleviate the permit holder of responsibility to renew the permit by the deadline.

7.2 The person in whose name a parking permit is issued will be held responsible for all citations displaying that permit.

7.2.1 A notice of violation is not excused on the plea that another person was driving the vehicle or using the permit at the time the vehicle was cited.

7.2.2 In the event that your permit is lost, stolen or no longer in your possession you will need to report this immediately to the Parking Office at the Sullivant Public Safety Center. Failure to report a lost, stolen or missing permit will result in responsibility being assigned to the person in whose name the permit was issued for all fines assessed against the permit until such time the permit is reported to the Parking Office. See also 6.3

7.2.3 We reserve the right to collect parking fines and fees from the registered owner and/or the student.

7.3 A permit itself is no guarantee of a parking space near the place where one works, resides, or attends class.

7.4 The face of a permit must be clearly visible (readable) from the front of the vehicle and properly displayed to be honored (permit is not to be obscured by window tinting or sunshield).

7.5 Except for motorcycles (see 8.10), decal style permits must be affixed to the lower front windshield on the passenger side of the vehicle. Hang-tag type permits must be properly displayed from the rear view mirror stem. Decal style permits are not to be altered or affixed to anything but the vehicle windshield. Permits cannot be made into a hangtag or taped to anything but must be affixed to the vehicle windshield by the adhesive attached to the permit. As 'A', 'D', 'DP', 'G', 'P' and 'R' permits are a transferable type of permit, owners of open air vehicles may request a permanent sticker to be placed on the vehicle's windshield. Any vehicle displaying an open air permit that is not affixed directly to the vehicle (as described above) will be in violation and subjected to citation. Any deviation from the above placement or any modification of a permit display must be authorized by the Parking Services Associate Director.

7.6 All registration may be done through www.unt.edu/transit. Pre-Tax deduction is available which authorizes the University to reduce your gross income on a monthly basis which reduces federal income tax withholding and Social Security tax withholding, thus increasing take home pay. Any required changes to payroll deduction must be done in writing in the Parking Office. Registration will be valid for the entire academic year, with the exception of Teaching Fellows, which is done on a per semester basis. This registration will not be completed or a new permit issued until all outstanding citations have been paid.

7.7 Faculty, staff and students are not eligible for a permit or permit renewal if they have outstanding unpaid citations.

8.0 PERMIT CLASSIFICATIONS:

NEW FOR FALL 2009:

Is your car in the shop? Are you driving a loaner or rental onto campus? Maybe you're driving someone else's car on to campus? Be sure to bring your permit with you to avoid parking issues. Your permit is transferable so it can be removed from your primary vehicle and re-adhered to any car you bring on to campus. Having purchased a permit for one's primary vehicle does not imply that rental or loaner vehicles may park on campus without a valid parking permit properly displayed

8.1 "AA" Authorized Vehicle Permit (red permits).

8.1.1 The owner of this permit may park in any space on campus except in "A" reserved, yellow curbs, handicap spaces, "no parking" zones and fire lanes.

8.1.2 A vehicle displaying this permit may park in any time zone or service/state vehicle space while it is being used for university business.

8.2 "A" Reserved Permits (green permits). Full-time faculty/staff may park their vehicle in their designated faculty/staff space, or any "D" lot, "G" lot or DP 3&4 space. The subleasing of zone "A" parking spaces is prohibited. The enforcement of "A" spaces will cease only from 5:00 p.m. Friday to 7:00 a.m. Monday, and on university holidays. Enforcement of "A" zones is as follows:

8.2.1 Monday - Friday, from 7:00 a.m. to 5:00 p.m., cars parked in "A" reserved must display a permit for that particular space.

8.2.2 After 5:00 p.m., both "A" and "D" permits will be honored in "A" spaces.

8.2.3 From 10:00 p.m. to 7:00 a.m., a valid UNT permit is required to park in "A" zones.

8.2.4 "A" Reserved permits may only be purchased by full-time Faculty/Staff. Full-time Faculty/Staff on a sabbatical are eligible for these permits.

8.3 "D" Permits (blue permits). This permit is for faculty/staff and non-UNT employees working on campus in support of UNT operations. Vehicles displaying this permit may park in any lot marked "D" (Faculty/Staff) "G" (General) or DP 3&4 spaces. Enforcement of "D" zones is as follows:

8.3.1 7:00 a.m. to 5:00 p.m. Monday-Thursday, and 7:00 a.m. to 3:00 p.m. on Fridays, cars parked in "D" zones must display a permit for that particular zone.

8.3.2 Weekdays after 5:00 p.m. and Fridays after 3:00 p.m., P (premium) permits will be honored in "D" zones, unless otherwise posted. G (general) parking permits are not allowed in D zones during the week until 10:00pm.

8.3.3 From 10:00 p.m. to 7:00 a.m., a valid UNT permit is required to park in "D" zones.

8.3.4 "D" zones located in the residence hall areas are enforced 24 hours per day, 7 days a week and are identified by signs.

8.3.5 "D" permits are NOT valid in Lot 47 (Denton Church of Christ) after 5:00pm weekdays, or anytime on weekends or UNT holidays.

8.3.6 Teaching Fellow (Black/yellow permits) permits are not valid for "A" spaces, or before 12:00 p.m. in "D" lots 50 & 59

8.4 Honor/Retired Faculty/Staff (Gold Permit): This permit is intended for occasional use while visiting the university. This permit is not a permit to use while working or attending class. This permit is not honored in "A" tow-away zones. This permit will be honored in D, P, G, DP 3&4 spaces and visitor spaces across campus.

8.5 Residence Permits "R" (orange permits): Students must live in a residence hall to obtain this permit. This permit allows parking in all zones marked "R". The enforcement of "R" zones is as followed:

8.5.1 All "R" lots are enforced 24 hours a day from 6:00 p.m. Sunday until 3:00 p.m. Friday.

8.5.2 Weekdays, after 5:00 p.m., "R" permits may park in "P" zones until 7:00 a.m.

8.5.3 Weekdays, after 5:00 p.m., "R" permits may park in "D" zones, unless otherwise stated, until 7:00 a.m.

8.5.4 At no time are "R" permits honored in "A" spaces.

8.5.5 Overflow parking is available in "G" and DP 3 & 4 zones unless otherwise posted by signs.

8.5.6 Residence Hall permits must be returned to the Parking Office when moving out of the Residence Halls. The 'R' permit will be exchanged for a 'P' permit at no charge.

8.6 "P" Premium Commuter (gold permit): This permit is honored in all zones marked "P" or DP 3&4. Overflow parking is available in "G" zones unless otherwise posted by signs. The enforcement of "P" zones is as follows:

8.6.1 7:00 a.m. to 5:00 p.m. Monday-Thursday, and 7:00 a.m. to 3:00 p.m. on Fridays, cars parked in "P" zones must display a permit for that particular zone.

8.6.2 Weekdays, after 5:00 p.m., "P" permits will be allowed to park in some "D" zones until 7:00 a.m.

8.6.3 From 5:00 p.m. to 7:00 a.m. Monday-Thursday, a valid UNT permit is required in these zones.

8.6.4 At no time will "P" permits be honored in "A" spaces.

8.6.5 "P" permits are allowed in all "G", AC and DP 3&4 permit lots.

8.6.6 "P" permits are NOT valid in Lot 47 (Denton Church of Christ) after 5:00pm weekdays, or anytime on weekends or UNT holidays

8.7 "G" General commuter parking (maroon permit):

8.7.1 This permit is honored in all zones marked "G" and DP 3&4 unless otherwise posted by signs.

8.7.2 Any valid UNT permit may park in any "G" or DP 3&4 parking lot at any time, unless indicated otherwise by signs.

8.7.3 Weekdays, after 5:00 p.m., "G" permits will be allowed in all "P" zones.

8.7.4 "G" permits are not allowed parking in "D" faculty/staff lots during the weekdays until 10:00 p.m.

8.7.5 Weekend parking is allowed in all "A" lots after 5:00 p.m. Friday to 7:00 a.m. on Monday and all other lots after 3:00p.m. Friday to 7:00 a.m. on Monday.

8.7.6 A permit is not required in "G" zones after 5:00 p.m. Monday-Thursday and after 3:00 pm on Friday.

8.8 "AC" Athletic Center parking (gray permit):

8.8.1 This permit is honored in all zones marked "AC", "G" and DP 3&4 unless otherwise posted by signs from 7:00 a.m. to 5:00 p.m., Monday-Thursday, and 7:00 a.m. to 3:00 p.m. on Friday.

8.8.2 No permit is required in "AC" zones from 5:00 p.m. to 7 a.m. Monday-Thursday.

8.8.3 Weekdays, after 5:00 p.m., "AC" permits will be honored in all "P" zones.

8.8.4 "AC" permits are not allowed parking in "D" faculty/staff lots until 10:00 p.m.

8.8.5 Weekend parking is allowed in all AC lots after 3:00 p.m. Fridays to 7:00 a.m. on Mondays.

8.8.6 "P" permits are allowed in AC parking spaces.

8.9 Vendor permits:

8.9.1 These permits may be purchased in the Parking Office. These permits are for use by companies when repairing equipment, making deliveries or picking up on campus. Proof of eligibility is required at time of purchase. Proof of eligibility shall consist of a letter on company letterhead affirming that the company does business with UNT and the person requesting a Vendor permit is an employee of said company.

8.9.2 This permit is honored in Service Vehicle spaces, "G" spaces, "D" spaces, visitor spaces, DP 3&4 spaces and timed zone spaces for the posted duration time limit.

8.9.3 Vendor permits may only be used by the recipient when conducting valid business with UNT. Personal use of vendor permits is prohibited.

8.9.4 Vehicles displaying the Vendor permit may not park in any location other than "G" and DP 3&4 spaces for more than two (2) hours at a time.

8.10 Motorcycles, Motorbikes, and Motor Scooters:

8.10.1 These vehicles are required to park only in areas designated specifically for these vehicles.

8.10.2 Permits must be permanently affixed on the left front fork of the vehicle where it can be seen without difficulty.

8.11 Bicycles:

8.11.1 Bicycles and motorized bicycles 50cc's and smaller that will be parking on campus must be registered with the UNT Parking Office and must have a valid UNT decal. This decal must be permanently affixed to the front of the vertical seat-tube, below the horizontal bar.

8.11.2 Bicycles are subject to all state and local motor vehicle laws pertaining to street travel. Bicycles must be parked in bicycle racks only.

8.11.3 Bicycles chained to handrails, trees, or any location other than designated bicycle racks are subject to impoundment and security devices will be removed by whatever means necessary to impound the bicycle. NOTE: The University will not be held liable to the owner of the security device for the cost of repair or replacement of such securing device. Bicycles may not be parked, stored, or left standing in any lobby, hallway, or room of any building.

8.11.4 Riding bicycles on campus is prohibited in designated areas.

8.11.5 Impounded bicycles will be held for 30 calendar days before they are disposed of. If a bicycle is impounded with a UNT bicycle permit affixed, the owner of record will be contacted at the address/phone/e-mail of record.

8.11.6 Bicycles will be identified as abandoned if the bicycle is not registered and is missing a major component such as pedals, handle bars, or chain and/or has flat tire(s). Once identified as abandoned the owner has two (2) weeks to register the bike and make it operable or the bike is subject to impoundment.

8.11.7 Claiming an impounded bicycle requires registering the bicycle, providing proof of ownership (sales receipt will suffice) or providing make, model, color, location it was secured, provide your ID and sign a statement of receipt as well as payment of any/all citations on the bicycle.

8.11.8 A list of impounded bicycles shall be posted on the UNT Police web page at: www.unt.edu/police/property.html. Impounded bikes shall be posted on this site a minimum of thirty (30) days.

8.11.9 Bicycles operating on a shared-use pathway must yield right of way to pedestrians and operate at a speed and in a manner consistent with public safety.

8.12 President's Council:

8.12.1 This permit is intended for occasional use while visiting the university.

8.12.2 This permit is honored in D, P, G and DP 3&4 zones and visitor spaces across campus; however, this permit is not honored in A-zones, which are tow away zones.

8.12.3 This decal shall not be used while working or attending class.

8.12.4 Family members may not use this permit if they are a member of this university as a faculty member, staff member, or student.

8.13 Dallas Campus/UNTHSC/TWU Parking Permits: A valid Dallas Campus or UNTHSC parking permit is honored in Lots 30 and 20, as well as Discovery Park Lots 3 & 4 at all times. A TWU parking permit is honored in these lots after 4:00 p.m. TWU students who come for computer based testing in Gateway 140 may receive one (1) Visitor permit each year and park in Lot 20 (Fouts Field).

8.14 Handicap Parking: Parking is available to persons who have handicap or disabled veteran license plates or a State approved handicap hang-tag AND a valid UNT parking permit (other than a Discovery Park Permit. See also 8.19.1) in all handicap spaces, time zone spaces, meter spaces, "D" spaces, "P" spaces, "G" spaces or Discovery Park spaces. EXCEPTIONS: areas marked "A" reserved (Tow Away Zones), service areas, fire lanes, No Parking zones, bus stops and visitor areas. Vehicles displaying these permits may not park in Time Zones or at parking meters longer than the Time Zone or meter would normally allow.

8.14.1 If cited for failure to display an appropriate handicapped permit but the permit is shown to the Parking Office staff the same business day the citation was issued, upon receipt of an \$18.00 service charge the citation will be voided.

8.14.2 UNT has provisions to issue a temporary disabled permit. Temporary disabled permits may be issued with written authorization from a physician. This issuance is done at the Parking Office. Temporary permits may be issued for a maximum of six (6) weeks. This provision will enable an individual to obtain a State temporary disability permit if the disability is expected to continue longer.

8.15 Temporary Permits:

8.15.1 These permits are available for a period of time not to exceed two weeks and are issued by the university Parking Office.

8.15.2 A \$4.00 (one day), \$15.00 (1 week) or \$25.00 (2 week) fee is assessed for students, faculty, and staff members who have purchased a valid parking permit for the current semester.

8.15.3 A \$5.00 (one day), \$20.00 (1 week) or \$35.00 (2 week) fee is assessed for persons who do not currently hold a valid parking permit.

8.16 Summer Parking Information:

8.16.1 Any "P" or "R" permit may park in any student lot ("P," "R," or "G").

8.16.2 "G" permit holders must remain in "G" or DP 3&4 spaces until 5:00 p.m.

8.16.3 After 5:00 p.m., a "G" permit holder may park in any "P" or "R".

8.16.4 Faculty/Staff parking lots ('D' and 'A') will continue to be enforced as during the Fall and Spring semesters.

8.17 Clients and Conference/Workshop Attendees: Those attending a conference or workshop should contact the Parking Office at the Sullivant Public Safety Center at (940) 565-3020. These permits are \$4.00 per day, \$15.00 per week or \$25.00 for 2 weeks.

8.18 Service Vehicle:

8.18.1 These spaces are intended for All Area Permits, Vendor Permits, Service vehicles and State vehicles only.

8.18.2 All others who park in service vehicle spaces will be subject to citation/impoundment.

8.18.3 Service Vehicle spaces are enforced 24 hours a day 7 days a week.

8.18.4 Members of the Press – Members of the press as identified by the Office of Public Affairs receive a permit that designates them as members of the press. Press permits are NOT valid in “A” spaces but are valid in State/Service Vehicle spaces, ‘D’ spaces, ‘G’ spaces, Visitor spaces and DP parking lots.

8.19 Discovery Park Permits (Green permit):

8.19.1 These permits are only valid for parking in lots 3 and 4 at Discovery Park. They may only be used as a valid permit for handicapped parking in lots 3 & 4 at Discovery Park.

8.20 “Greek” Permits

8.20.1 These permits are valid from 3:00pm to 7:00am and in lots 20, 39, 40 and 41 ONLY. These permits are sold in the Parking Office at a cost of \$3.00/day each and may be purchased in bulk.

8.21 Construction Permits: These permits are intended for contractors working on building, maintaining or removal of buildings on campus. These permits are only valid for Fouts Field, Discovery Park and Mean Green Village parking areas.

8.22 Adjunct Faculty: Persons with a job code of 0700 have the option of buying either a staff/faculty ‘D’ permit or a Teaching Fellow ‘TF’ permit.

8.23 Rideshare Permits – These permits are sold only in the Parking Office.

8.23.1 Requires 2 or more people per vehicle, at least one must be a UNT staff/faculty member

8.23.2 Only one University parking permit is issued per rideshare pool, and only one of the registered vehicles may be parked in a UNT lot at any time.

8.23.3 The permit holder and all riders and vehicles will be connected to the carpool permit.

8.23.4 Motorcycles, motor scooters, and mopeds are excluded from the carpool program.

8.23.5 In the event you need to drive your own vehicle to work instead of riding with your rideshare members, three (3) permits for daily parking will be available at no additional cost to each member during each School Year.

8.24 Parking Meters

8.24.1 Parking is not allowed at broken parking meters. Report broken parking meters to the Parking Office at (940) 565-3020 as soon as possible.

8.24.2 Parking meter pre-paid cards (instead of paying the meter with cash) are available from the Parking Office for use in the Welch Street meter lots parking meters. These are refillable cards. Cards may be re-filled at the Parking Office No refunds given for credit remaining on pre-paid meter cards. Parking meter tokens may be purchased from the Parking Office. Each token is equivalent to \$.25 in time allowed.

8.24.3 Parking meter rates, durations and hours of enforcement are posted on each individual meter.

8.24.4 To ensure proper credit, when parking at a duel space parking meter, press the button for the space you are parked in prior to paying the meter.

8.24.5 For parking meter appeals - see 11.2

8.24.6 Vehicles parked in metered spaces without the meter being activated with lawful coins or tokens or meter cards shall be subject to the issuance of a citation for each period of one hour that the vehicle occupies the space with an expired meter.

8.24.7 It is prohibited for any person to damage, tamper with, willfully break, destroy, or impair the usefulness of, or open without lawful authority any parking meter installed pursuant to this regulation. It is prohibited for any person to insert into a parking meter any object that is not a coin of the United States

8.24.8 Parking meter payment is not required for those with one of the following license plates/placards: Prisoner of War, Pearl Harbor Survivor, Congressional Medal of Honor, Legion of Valor, Purple Heart, Legion of Merit. Meter payment is not required for those with a Disabled Veteran license plate AND a valid UNT parking permit or those displaying handicapped/disabled license plates/placards AND a valid UNT parking permit. In all of these cases parking shall not be longer than the maximum time limit of the meter.

9.0 PERMIT TIME TABLE:

ZONE/LOTS	7am to 12noon	12noon to 5pm	5pm to 10pm	10pm to 7am
A	A	A	A, D	None Required
D (Except Lot 50 & 59)	A,D,TF	A,D,TF	A,D,TF,P,R	None Required
D (Including Lot 50 & 59)	A,D	A,D,TF	A,D,TF,P,R	None Required
P (No parking in Lot 47 after 5:00pm)	P	P	Valid UNT Permit	None Required
G	Any valid UNT Permit except DP Lot 3 & 4	Any valid UNT Permit except DP Lot 3 & 4	None Required	None Required
AC	AC, A, D	AC, A, D	None Required	None Required
R	R	R	R	R
Disabled	Disability Permit and valid UNT Permit (except DP 3 & 4 permit) required 24 hours (all time zones)			
Motorcycle	Motorcycle Permit Required - 24 hours (all time zones)			
Service	Service/Vendor Permit Required at all times			
Visitor	Visitor Permit Required - 7:30 am to 4:30pm, after 4:30 all permits allowed. More than 2 permits per year require permits to be purchased from the Parking Office			
Metered	Payment Required or a H/C permit AND a valid UNT permit must be displayed			Not Enforced
Time Zone	Enforced			Not Enforced
Bicycle	Bicycle Permit Required - 24 hours (all time zones)			

10.0 PARKING FEES:

10.1 Permit Fees:

PERMIT	TYPE	FALL-SUMMER II	SPRING-SUMMER II	SUMMER I - II
A	Reserved	\$405.00	\$324.00	\$162.00
D	Faculty/Staff	\$180.00	\$135.00	\$90.00
P	Premium Commuter	\$180.00	\$135.00	\$90.00
G	General Commuter	\$115.00	\$72.00	\$45.00
AC	Athletic Center	\$115.00	\$72.00	\$45.00
R	Resident	\$180.00	\$135.00	\$90.00
MC	Motorcycle	\$93.00	\$63.00	\$45.00
TF	Teaching Fellow	Sold on a semester basis upon verification for \$60.00		
V	Vendor	\$180.00	\$135.00	\$90.00
HF	Retiree	No Charge (upon verification). May change in FY 2011		
B	Bicycle	No Charge	No Charge	No Charge
DP Garage	Discovery Park UNT Parking Garage	\$36.00 Annual -\$700.00	\$27.00 Fall or Spring - \$300.00	\$15.00 Both Summers -\$200.00

10.2 Permit Refunds:

STUDENT PERMITS

10.2.1 A refund for the permit price paid less a 20% service charge will be made prior to the first day of class if the permit was purchased and paid for prior to the start of the semester.

10.2.2 On or after the first day of class, partial refunds are available only upon verification of complete withdrawal from the university or graduation (UNT Verification of Enrollment form is required).

10.2.3 There are no refunds issued after February 15, 2010.

10.2.4 In order to be eligible for consideration of a refund under section 10.2.1 or 10.2.2, the student must return the parking permit to the parking office at the time the refund is requested.

10.2.5 No refunds will be processed if submitted after the deadlines noted above.

STAFF/FACULTY PERMITS

10.2.6 Staff/faculty using payroll deduction – the parking office will cancel the payroll deduction at the beginning of the month following the month of separation when the parking office receives a properly completed form UPO - 6A (UNT Supervisor's Report of Employee's Separation) from the employee or receipt of a copy of the resignation/retirement letter for faculty.

10.2.7 Staff/faculty not using payroll deduction – partial refunds are available and will be calculated by the parking office upon receipt of the information noted in 10.2.6.

10.2.8 In order to be eligible for cancellation of payroll deduction as noted in 10.2.6 or a partial refund as noted in 10.2.7 staff/faculty must return the parking permit to the parking office at the time the refund or payroll deduction cancellation is requested.

10.2.9 Staff/faculty using payroll deduction are required to return their parking permit to the parking office in accordance with 10.2.6 above. When a staff/faculty member using payroll deduction terminates, the issued parking permit will be invalidated by the parking office. Use of invalid permits will subject the user to citation/vehicle immobilization/towing in accordance with the regulations.

10.3 Replacement Permits:

10.3.1 A permit that is lost, stolen or no longer in your possession must be reported to the Parking Office immediately. Any citations received on the permit are the responsibility of the permit holder until a report is on file in the Parking Office. Replacement permits and garage access cards will be issued for \$25.00.

10.4 Late Fees and Collection Efforts

10.4.1 Late charges are assessed at \$25.00 for each citation that remains unpaid after ten (10) calendar days from the date of which the citation was issued and placed on the vehicle. (Late fees will not be removed once the fee has been added.)

10.4.2 Citations associated to a student that have not been paid and have accrued a late fee shall be sent to Student Accounting for collection.

10.4.3 UNT reserves the right to refer any/all parking citations and their late fees to a Collection Agency after attempting to collect from the registered owner via U.S. Mail.

10.5 Concerning Impounds

A vehicle may be subject to impoundment for any of the following circumstances:

- After accumulating three (3) past due citations
- Flagrant violation of parking rules
- No identifying numbers visible on the vehicle
- Parking in an "A" Reserved space without the permit for that space
- For any vehicle displaying a lost, stolen, missing or altered permit
- For any other reason authorized by law.

A booting or towing fee in addition to any applicable violation fees will be charged to the owner of a vehicle that has been booted or towed. Payment in full is required for all outstanding violations and fees prior to the release of a booted/impounded vehicle. Payment cannot be sent to student's records. Storage fees will be accrued starting from the 11th day after impoundment and the vehicle may be disposed of, in accordance with State law.

- Boot Fee: \$100.00

- Towing Fee: \$125.00
- Storage Fees: \$15.00 per day

These fees are in addition to any citations issued. Any unauthorized tampering/removal of a boot/towing device may result in criminal prosecution.

If the owner or driver arrives after impoundment has begun, the impoundment must be completed and all fines & fees paid before the vehicle may be released.

NOTE: University Community Service Officers and Police Officers cannot accept payment to stop the booting process or to remove boots in the field.

10.6 Revocation of Parking Privileges-The Director of Police, Parking & Transportation may revoke an individual's privilege to park on campus for:

10.6.1 Accumulating ten (10) or more citations, paid or unpaid, during an academic year.

10.6.2 Accumulating three (3) or more citations for failure to display a valid permit during an academic year.

10.6.3 Committing a criminal act relating to university parking regulations.

10.6.4 Any other reason authorized by law.

10.6.5 A permit that is revoked for any reason noted in 10.6.1 – 10.6.4 will not be eligible for a refund.

10.7 Citation Fees

10.7.1 The objective is to obtain voluntary compliance with the regulations rather than to assess fines. Parking fines have been enacted to deter violations

10.7.2 Citations are not voided from an individual's parking record once paid. They accumulate during the academic year even after being resolved by payment.

10.7.3 Citation Fee Schedule;

FEE	OFFENSE
\$5.00	Bicycle is not registered with UNT Police Department. Registration is free.
\$10.00	Roller-blading or skateboarding on sidewalks or areas prohibited by signs.
\$10.00	Riding bicycles on campus during prohibited times/zones.
\$20.00	Parking overtime in a space which is limited in time or expired parking meter.
\$25.00	Parking permit or permit number not clearly visible, properly affixed, or attached in the wrong place on the vehicle.
\$25.00	Parked in any area NOT designated for parking by regulations, signs, or markings such as grass, vacant lots, sidewalks and construction areas.
\$25.00	Parked in any area marked as a "Tow Away" zone.
\$25.00	Vehicle not completely in one (1) parking space as defined by 2 parallel lines, by wheel stops, or parking meters.
\$25.00	Exceeding the speed limit on campus property.
\$25.00	Failure to yield the "Right of Way" to pedestrian traffic on campus property.
\$25.00	Failure to observe and heed authorized signs or devices such as stop signs, yield signs, barricades or signs controlling access to areas of campus.
\$25.00	Parking a motor home, trailer, boat or any other vehicle for habitation and/or overnight storage without prior approval of the Parking Office.
\$25.00	Parking in area controlled by signs or markings with the wrong permit for the designated area.
\$30.00	Parked in an area designated as "No Parking" by signs or markings such as yellow curbs, ends of marked parking isles, and fire zones.
\$30.00	Parked in any area designated as "Visitor" by signs and/or markings without proper parking permit.
\$30.00	Motor vehicle or bicycle parked and/or secured in such a manner as to OBSTRUCT traffic, either vehicular or pedestrian.
\$35.00	Parking in area controlled by signs or markings without a valid permit displayed.
\$250.00	Use of a permit that has been altered in any manner or fashion or copied.
\$250.00	False reporting of a lost/stolen permit, use of a permit reported lost or stolen to the Parking Office or not returning a lost/found permit when found.
\$250.00	Parking in a disabled space without proper identification and/or permit and/or permit and misuse of a disability permit.

100.00	Parked in such a manner as to obstruct clear access to disabled ramps or other special accesses.
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11.0 PARKING PAYMENT AND APPEALS:

11.1 Payment Procedures:

11.1.1 After receiving a citation, payment must be made before the 11th calendar day from the date of issuance to avoid a late fee (See 10.4.1). Unpaid citations may result in impoundment, blocking of student accounts, reporting to a collection agency and/or revocation of parking privileges.

11.1.2 Impounded vehicles may be released through the Parking Office via cash, credit/debit card or if a UNT staff, faculty or student, by personal check. If payment is made outside of the Parking Office business hours, payment may be made only via credit/debit card on-line or via check/money order through the UNT Police Dispatch office.

11.1.3 Citations which have been sent to Student Accounting may be paid through that department, on-line via a 'my.unt' account, or in person at Student Accounting.

11.1.4 Collection Methods: Failure to pay debts within the required time frame can result in the university arranging for the collection of fees assessed against faculty, staff, students, and visitors in the following manner:

- A. Permit payment, owed by employees of the university, may be deducted from payroll checks.
- B. Parking citation debts will be invoiced to the permit holder or registered owner of the vehicle.
- C. A financial or non-financial bar will be placed against students for past due debts.
- D. UNT may elect to use the services of a commercial collection agency to collect outstanding fees for permits and citations. If a debt is referred to an agency, the offender will be responsible for paying all costs of collection, including any agency fees and/or reasonable attorney's fees, which will be added to the total amount due. Additionally, a late fee may be added to the outstanding fees.

11.2 Parking Appeals

11.2.1 If a person receives a notice of violation and believes it to be unjustified, he/she may file a written appeal on an appeal form (obtainable from the Parking Office) within 10 calendar days. Meter appeals must be submitted within 24 hours of citation issuance.

11.2.2 The parking appeals process applies to university parking violations only. City parking and traffic citations must be cleared through the Municipal Court of the City of Denton, Texas, on or before the time and date stated on the citation.

11.2.3 Citations which cause a vehicle to be impounded may be appealed through the normal appeal process, but must be paid before the vehicle is released.

11.3 Warnings

11.3.1 Visitors to the university are entitled to a warning on the first ticket issued. Exceptions are: yellow curbs, tow away zones, fire lanes, handicap space violations, 'A' Reserved space violations and meters. To resolve a citation, a visitor must bring the citation, along with a valid I.D. to the Sullivant Public Safety Center located at 1700 Wilshire within ten calendar days of issuance.

11.3.2 UNT staff and faculty with a valid permit may have one citation for "No Valid Permit Displayed" per School Year changed into a warning. To exercise this option the citation must be brought in to the Parking Office within ten calendar days of issuance.

12.0 INFORMATION CONCERNING THE UNIVERSITY POLICE:

A police dispatcher is on duty 24 hours a day, seven days a week, and university police are available to assist any UNT student, faculty, or staff member at any time while on campus.

THE EMERGENCY PHONE NUMBER FOR ON-CAMPUS PHONES IS 911

The non-emergency phone number for the University Police Department is (940) 565-3000.

Off-campus non-emergencies should be routed through the Denton Police Department --phone (940) 566-8122.

Emergency telephones are conveniently located in high pedestrian areas on campus to accommodate emergencies as well as other police services, such as motorist assistance or security escort. These phones provide direct, no-dial communications with the police dispatcher.

Citations may be paid either online at www.unt.edu/transit or in person at the Sullivant Public Safety Center, which is open 24 hours a day. Payments will be accepted by credit card, check with UNT affiliated ID or money orders only after regular Parking Office hours.