



UNIVERSITY OF NORTH TEXAS
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POLICE, PARKING AND TRANSPORTATION

Parking Services

It is time for parking permit renewals & purchase for the upcoming 2009-2010 academic year. Please go to www.unt.edu/transit and select the BUY PARKING PERMITS ONLINE button, then select the PURCHASE PERMITS link, sign in and then select the appropriate link for your Faculty/Staff permit type.

NOTE: All citations must be paid prior to receiving a new permit. To see if you have any outstanding citations go to www.unt.edu/transit, then either select the PAY YOUR CITATION ONLINE button or the BUY PARKING PERMITS ONLINE button, then the MANAGE MY PARKING ACCOUNT link.

- For “A” Reserved Permits
 - Payroll Deduction (Select Pre-tax or Post-tax. There will not be an automatic rollover this year):
 - Fill in, print, and sign Faculty/Staff Vehicle Registration form. Send to Parking Services.
 - Purchase Permit (Other than by Payroll Deduction):
 - Check or Money Order
 - Fill out, print, and sign Faculty/Staff Vehicle Registration form
 - For processing - Forward to Parking Office
 - Permits will be sent via Inter-Campus Mail after being processed. If you would like your permit sent somewhere other than your department, please attach a Self Addressed Envelope
 - Cash or Credit Card
 - Fill out, print, and sign the Faculty/Staff Vehicle Registration form
 - Bring to the Parking Office

NOTE: Permits purchased after August 21, 2009 require that you to bring your registration form to the Parking Office for processing to ensure you have your new permit before the first day of classes (August 27, 2009)

- For “D” Staff/Faculty, “G” General, and “DP” Discovery Park (Car and Motorcycle) permits
 - Select the “Parking Services” link
 - Select the appropriate permit link for you.
 - Login using your EUID and password (If you are a new employee and cannot log in please call the Parking Office (940) 565-3020)
 - Payment options online – Credit Card and Payroll Deduction. These permits will be shipped to the address you select/entered during the process. You should receive your permit in 3-5 days.
 - If you require a temporary permit while your permit is being shipped to you, the receipt generated at the end of the process can be printed and used as a two week temporary permit.
- Permit Prices for 2008-2009 –
 - “A” Reserved Permit - \$405.00
 - “D” Faculty Staff Permit - \$180.00
 - “DP” Discovery Park lots 3 & 4 – \$36.00 (Both car and Discovery Park motorcycle permits)
 - “G” General Permit - \$115.00
 - “MC” Motorcycle Permit - \$93.00
- If you currently do not have a reserved “A” permit, but would like to obtain one, please contact the Parking Office at (940) 565-3020 as soon as possible, and ask to speak with Scott or Barry.

**Full Time Retirement Eligible
T (TRS) or O (ORP)
Faculty/Staff Parking Permit Renewal
Payroll Deduction
Pre-Tax Parking - Salary Reduction Option**

Effective September 1, 2003, the university implemented a qualified parking fringe benefit plan under Internal Revenue Code (IRC) section 132(f). This allows employees the option of having payments for their UNT parking permits deducted monthly from their paychecks on a “pre-tax” basis (i.e. excludable from gross income) as a salary reduction rather than a regular payroll deduction. In other words, if the employee elects the pretax option, this authorizes the University to reduce gross income on a monthly basis by the cost of the parking permit to pay for a qualified transportation benefit under IRC section 132(f).

What are the advantages of pre-tax parking?

This increases take home pay for anyone who elects this option. UNT’s share of Social Security Tax Withholding is also reduced.

What are the disadvantages of pre-tax parking?

Pre-Tax deductions reduce taxable income on which Social Security benefits are based. If taxable earnings are below the Social Security wage base, then future Social Security benefits could be reduced – if these earnings are in years used to calculate the benefits. Contact Social Security for more information on how benefits are calculated (phone: 800-772-1213; online www.ssa.gov).