



SPECIAL ePERMIT PARKING REGISTRATION FALL 2018 (for parking privileges in “reserved” areas)

The Parking Committee will be registering faculty who qualify to park in reserved areas. Permits/hangers will no longer be distributed and *eDecals* will be registered with the university License Plate Recognition (LPR) system. Special parking registration will be by vehicle license plate registration only. License plate registration will not reserve a special place for you but will allow you to search for a spot in the designated "Special Permit" areas. We are able to designate **two** license plates per *eDecal* issued although only one of those vehicles can be parked on the lot in the *Employee Reserved* parking at any one time. [Application form must be complete to be considered.](#)

Who qualifies for this special-permit privilege?

1. Faculty who are required to leave and return during the day as part of their duties
2. Faculty who start class after 8:45 a.m.

Please note that coordination/convenor/chair duties are no longer considered an automatic ePermit qualification. If you qualify (list above) and need special parking, please fill in this form and submit. **[NOTE]** these parking spots are shared amongst staff, administration, and faculty, so please be frugal and accurate with your request and use. You will most likely be asked to share an ePermit with a colleague so you may not get every day you request. Let us know the most crucial day(s). Thank you!

Name	Email				
Department	Vehicle license plate(s) max 2				
Room/Bldg.	Local				
Days permit is requested. Please put an "x" in the appropriate day.	Mon	Tues	Wed	Thur	Fri

Reason for request; please list below (off campus meetings, student practicum supervision, classes starting after 8:30) 90 Characters Max.

Fill in this form electronically and e-mail before Monday August 27th, along with your faculty schedule attached to:

[Capilano Faculty Parking](mailto:facultyparking@capilanou.ca)
(facultyparking@capilanou.ca)

PARKING APPLICATIONS accepted now and ePermits will be assigned until all ePermits gone

CAUTION: Don't park in the “reserved” areas until you have received notice from the CFA parking committee that your vehicle license plate(s) is registered. Tickets and/or towing may occur. <u>Also, do NOT park in reserved area if there are unoccupied spots in the main area of the parking lot.</u>
--