

Please read carefully before filling out application

Types of Reserved Spaces

Disabled Reserved Space

A disabled reserved space may be available to any member of the University who has a mobility-impairing disability. In an effort to accommodate the disabled person, this space is provided free of charge with the purchase of a UO parking permit. Faculty or staff requiring a reserved space must receive approval through the office of Affirmative Action and Equal Opportunity at 541-346-3123. Approval for students is through Accessible Education Center at 541-346-1155.

Sanctioned Reserved Space

These spaces must be paid for by the faculty/staff member, and be justified with a statement explaining why having a parking space held in reserve for the employee to park is an essential component of the employee’s job duty. For example, the employee may have off-campus responsibilities, unload or load materials at a specific location, or multiple meetings in a particular area. The reserved space application must be reviewed and signed by a dean or department head, verifying the statement of justification.

Carpool Reserved Space

Carpool reserved spaces are available to current carpool groups of three or more persons that ride to the UO campus together in one vehicle. Carpool reserved spaces are purchased as a Reserved 7am-6pm space.

Departmental Reserved Space

Departments that need a reserved space for visitors, clients, or departmental vehicles may request a reserved space. Departments must provide a statement of justification explaining the need for a reserved space. The reserved space application must be reviewed and signed by a dean or department head verifying the statement of justification.

Hours of Reservation

Spaces are reserved Monday through Friday 7am-6pm. If a space is needed outside of the normal business hours, an At-All-Times space can be purchased for an additional fee. Explanation for the extended hours must be included in the statement of justification.

<u>Pricing*</u>	<u>12 Month</u>	<u>9 month</u>	<u>1 month</u>
Reserved 7am-6pm	\$1692.00	\$1296.00	\$141.00
Reserved At-All-Times	\$1848.00	\$1386.00	\$154.00
Space Change	\$25.00		

* Price includes required Faculty/Staff permit in tandem with Reserved space.

Additional Information

The Department of Parking and Transportation may contact parties involved with reserved space justification in order to ensure an equitable assignment process. Reserved spaces are available on a first come, first serve basis. Priority will be given to persons whom have mobility impairing disabilities. Applicants will be assigned a space as close to their requested location as possible.



Reserved Space Application

Please return this form, as well as the parking permit application to the Department of Parking and Transportation

Last Name _____ First Name _____

UO ID # _____ Home/Cell # _____

Email Address _____ @ _____ uoregon.edu

Renewal New Applicant

University Status

Faculty/Staff Student Department Carpool Affiliate

Reserved Space Information

Space Type Disabled Sanctioned Departmental At-All-Times

Space Duration 12 Months 9 Months 6 Months 3 Months

Requested Lot _____ Space _____ Location _____

Space Accommodations Van Accessible Wheelchair Access Other _____

Statement of Justification

Verifying Authority Dean or Department Printed Name _____

Signature _____ Date _____ Phone Ext. _____

By signing above, I certify that the above justification is true and complete to the best of my knowledge. I verify that the reserved parking space is necessary as specified above, and that the applicant meets all of the requirements for obtaining a reserved space.

Payment Method

Pay now in full cash, check, Visa, or MasterCard

Monthly Payroll Deduction 12 months 9 months 6 months 3 months

(Department Only) Authorize one time charge to departmental index # _____

(Disabled only) Reserved space with the purchase of a UO parking permit.

Applicant Signature _____ Date _____

By signing above, I certify that the above justification is true and complete to the best of my knowledge. I verify that this reserved parking space is necessary as specified above, and that I meet all of the requirements for obtaining a reserved space.

Office Use Only
Permit # _____ Permit type _____ Payment PR12 PR9 PR6 PR3 Index _____
Lot _____ Space _____ Fee _____ Expire Date _____
 Lot Entered Space Entered Date entered on TTK _____ Entered by _____