

# Parking Services

## Special Parking Permit Usage Agreement

The \_\_\_\_\_ CNM Department/School agrees to follow all Special Parking Permit usage policies and process. Special Parking Permit(s) are to be used by CNM departments or schools for the purpose of parking privileges in the "Parking by Special Permit" spaces located throughout the CNM Main campus. If the "Parking by Special Permit" spaces are taken, the user of the permit may park in any open regular parking space in a General Parking Lot or in a Paid Lot at Main Campus.

The permits cannot be given to other departments or schools without the approval and authority from Parking Services. The Special Parking Permits must be handled with extreme care and adherence to all CNM parking regulations. The Special Parking Permit cannot be used to park in Meters, Official CNM Parking spaces, Handicap Parking Spaces, Fire Lanes, Loading Zones and any and all parking spaces identified as invalid to park.

**The Special Parking Permit(s) is/are not to be used as a PERSONAL paid permit.**

Departments/Schools will need to complete a utilization log for each SSP they have purchased. Each employee will sign the log (check out/in) when they use their department's SPP.

Improper usage of the permit will result in revocation of the permit and possibly citations issued if parked in invalid spaces.

The following Special Parking Permit number has been issued:

\_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

CNM ID Number: \_\_\_\_\_

CNM Phone Number: \_\_\_\_\_

Date: \_\_\_\_\_