

McMaster External Parking Application

Please fill out application completely. Incomplete applications WILL NOT be processed. Please print.

Check One:

Renewal New Applicant

Project, Company & Driver Information

Project Name / Project Location _____ Location _____
Company _____ Last Name _____ First Name _____
Company Phone # _____ Job Title _____
McMaster Project Manager _____ Apt #, Street # & Name _____
City _____ Province _____ Postal Code _____ Phone# _____
License Plate # _____ Prov. _____ Make _____ Model _____ Colour _____ Body e.g. 4 door _____

Vehicle Information

Is this a personal vehicle? Yes No
Is it a company vehicle with external markings? Yes No - If Yes, describe _____

Duration, Type & Location

Parking Duration:
 From _____ to _____

Permit Type & Location:
 M Ward
 N and P Com (Restrictions Apply Require Approval)

Privacy

Privacy: Personal information in connection with this form is collected under the authority of The McMaster University Act, 1976 and will be used for the administration of parking services and other related or consistent purposes.

I have read, understood and agree to the above and the terms and conditions stated on the reverse side of this application. I accept full responsibility for ALL citation notices issued by the university with respect to the registered vehicle(s).

Date _____ Driver's Signature _____

For Office Use Only
Transponder # / Hang tag #: _____
Account #: _____
Clerk Name: _____

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Terms and Conditions

Failure to comply with McMaster University Traffic and Parking Regulations can result in fines, tow away and storage of the vehicle at the owner's risk and expense, as well as the cancellation of parking privileges. Persons availing themselves of the University parking facilities must be in possession of a transponder valid for both date and designated lot.

1. Parking fees for current and remaining months will be refunded if cancelled the first 2 business day of the current month. After the first 2 business days, only the unused months will be refunded. NO REFUND is available on annual motorcycle permits.
2. A prepaid transponder that is lost, stolen or is left on a vehicle when the vehicle is sold or traded or damaged may be replaced by applying in person to the Parking Office.
3. Transponders are issued, as physical evidence of a discrete contract, for display when entering and parking on campus
4. Transponders remain the property of the University and may be cancelled and parking privileges revoked at any time by the University
5. All vehicles in access of a permit must be registered to that permit with Parking Services. Permit holder is also responsible for updating parking office with any changes in vehicle/ license plate information.
6. Security & Parking requires that applicants show their University identification card.
7. Applicants may also be asked to show vehicle registration Certificates.
8. The University, through its system of lot allocation, attempts to meet the needs of authorized users. The responsibility of finding a parking space in an authorized area rests with the vehicle operator.
9. The University assumes no responsibility at all for loss or damage to the vehicle or its contents however caused.
10. The University assumes no responsibility for personal injury however caused.
11. Security & Parking Services will not issue a parking transponder/permit to a driver who is suspended, has outstanding fines, or for a vehicle against which there are outstanding parking permit or/and traffic violations.
12. Access to Main Campus lots will only be provided to vehicles carrying commercial license plates.
13. Allocation of parking spaces on Main Campus lots to commercial permit holders will be limited from September to April. Flexible arrangements are available from May to August
14. Hangtags and transponders are only transferrable between vehicles registered to the permit.
15. Commercial permit will only be provided to the external contractor/service provider and the external contractor/service provider will be responsible for any fines incurred by any vehicle registered to them.
16. Hangtags should only be used in the areas that were authorized at the time of purchase.
17. Offenses will carry an additional \$25.00 administration fee if the fine or citation for an offence has not been paid or appealed within 10 working days. If a citation tag requires a search from the Ministry of Transportation to identify the registered owner, the costs will be recovered from the registered owner/driver of the vehicle. All outstanding parking fines, fees and interest incurred will remain a debt to McMaster University until paid in full. University Parking privileges, the tow away of vehicle and prosecution under the Trespass to Property Act of Ontario.
18. Any abuse of our staff in any medium or format will result in the suspension of your parking privileges. No refunds will be provided for parking fees.