



## Notice from Security & Parking Services to those requiring Shift Parking

Shift parking is issued to McMaster members who hold a Lot M, N, O or P transponder and are required to work shifts that extend beyond the shuttle bus hours of operation. Shift parking allows a Lot M, N, O or P transponder holder to park on central campus after 1:30 pm. Shift parking is provided at no extra charge to employees who meet the above requirements. Shift parking is provided on a 12 month basis and requires renewal. It is the responsibility of the permit holder to make proper arrangements for renewal of their shift permit.

Employees applying for or renewing shift parking must present documentation from their direct supervisor confirming the employee's position and shift hours.

All vehicles must be registered with the Security & Parking Services Office.

Security & Parking Services reserves the right to withdraw shift parking and/or parking privileges according to the guidelines established in McMaster Traffic and Parking Regulations.

## McMaster University Security & Parking Services Request for Shift Parking

Employee Name: \_\_\_\_\_ I. D. Number: \_\_\_\_\_

Employee Campus Address: \_\_\_\_\_ Ext: \_\_\_\_\_

Employee's Signature: \_\_\_\_\_ Date : \_\_\_\_\_

This is to confirm that the employee listed above is required to work the following hours: \_\_\_\_\_

Supervisor's Name (please print) : \_\_\_\_\_

Supervisor's Title: \_\_\_\_\_

Supervisor's Campus Address: \_\_\_\_\_ Ext: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date : \_\_\_\_\_