



Note:  
Parker must sign and date  
2nd page before  
submitting to parking.

For Office Use Only	
Card/Permit	#
Monthly Rate	\$
Activation Fee	\$
Total Amount	\$

DATE CARD Requested \_\_\_\_\_

Access Card # \_\_\_\_\_

LOCATION # 680503

Last Name		First Name		Company, #	
Street Address (if no company enter home)		Apt or Box #	City	State	Zip Code
Business Phone		Parker's CELL Phone		E-Mail Address	

Mark One Box: Monthly parking paid for by: Individual:  Company:

Individual parkers must provide credit card for auto draft.

Please provide information on all vehicles that you might utilize when using your parking proxy card. It is your responsibility to update this information with the Parking Management Office by completing a new Parking Registration Form.

VEHICLE INFORMATION	
Plate #	Plate #
State	State
Year	Year
Color	Color
Make	Make
Model	Model

LAZ Parking reserves the right to terminate or refuse parking to any individual or company for any reason it deems appropriate. Card Holder has read the rules and regulations for the parking facility and understands and to its contents.

PLEASE TURN, READ AND SIGN PARKING AGREEMENT.



**Note:** Because rates vary by location, all fees designated by a \$\_\_\_\_\_ field will be filled in upon application submission in the presence of the applicant.

**LAZ PARKING  
TERMS AND CONDITIONS**

**1. Obtaining a Parking Card**

- A. Monthly parking proxy card or permit may be obtained by contacting your office manager.
- B. Applicants must complete the application identifying each vehicle to be used by the card holder.
- C. The following information must be furnished for each vehicle listed: License tag number, vehicle's make, model, year and color.
- D. A lost or stolen parking card should be reported as soon as possible. A fee of \$10.00 will be applicable for lost/stolen cards.
- E. Do not leave your parking card in your car. It may become warped due to heat or cracked due to cold temperatures.

**2. Conditions for Use of a Parking Proxy Card or Permit**

- A. A parking card or permit authorizes the holder to have 2 of their vehicles listed on the application in the garage at any given time.
- B. The card holder is responsible for updating online any changes regarding card type, license number, address, employer or telephone number.
- C. Any parker found to be misusing their parking privileges (Example, but not limited to: passing the card to another individual) will be subject to termination of privileges.
- D. Failure to properly register your car or misuse of parking spaces may subject your car to towing.
- E. Monthly parkers whose vehicle is continuously parked in a facility for longer than (7) days, must obtain written consent from LAZ Parking prior to said parking. All parking fees for the vehicle must be paid for the current month in which the vehicle is parked in order to obtain consent. If consent is not granted to parker prior to said continuous parking, LAZ Parking will attempt to contact parker. Vehicle must be moved within 72 hours of delinquent continuous parking as it will be subject to tow.

**3. Payments on a Parking Account**

- A. All checks should be made payable to **LAZ Parking**.
- B. Payment for monthly parking is due by the 5<sup>th</sup> of the month. Payment is considered late after that date and card deactivation may occur immediately thereafter.
- C. **Monthly payment may be made by check or credit card. Payment via check should be remit to LA address on the invoice.**
- D. All checks returned from the bank for nonpayment will be assessed a \$50.00 service charge.
- E. If the parker believes an error has been made on his/her account, proof of payment will be required (canceled check or cash receipt). No adjustments will be made without verification.
- F. Monthly parking rate is subject to change with 30 day notice.

**4. Termination of Parking**

- A. Monthly parking is on a month-to-month basis. **You may terminate parking with a 30-day WRITTEN/EMAIL termination notice.**
- B. Half-month or any other proration are not implemented at this site.

**5. Procedures when you forget issued monthly parking proxy card**

- A. If the monthly parker is without an access card, a ticket should be pulled to enter the parking facility. You will be granted a one-time exit without charge. The parker's name and card number will be logged and a follow up check of the card use history will be performed. Any person found to be misusing their parking card will be subject to termination of parking privileges.

**6. Parking Deck Procedures**

- A. Follow directional signs throughout all levels of the deck.
- B. Use your parking proxy access card to both enter and exit from the facility. **DO NOT TAKE A TICKET TO ENTER THE GARAGE.**
- C. The parking access system will not allow pass backs or multiple exits. Access cards must be used in sequence. Only one entrance and one exit are allowed per cycle. Unlimited cycles are allowed daily.
- D. Vehicles parked continuously longer than (7) days, without advanced written approval by LAZ Parking, are subject to tow if not moved within 72 hours of notice.
- E. **PARKERS WHO ARE OBSERVED DRIVING THE WRONG WAY WILL BE GIVEN ONE WRITTEN WARNING. FUTURE VIOLATION MAY RESULT IN TERMINATION OF PARKING PRIVILEGES.**
- F. A speed limit of 5 mph will be monitored by Parking Personnel and Security Officers: violations will be issued.
- G. Parking is not allowed in RESERVED, VISITOR, HANDICAP PARKING OR IN NO PARKING ZONES unless authorized to do so.
- H. **PARKING IS ALLOWED BETWEEN THE LINES IN ONE SPACE ONLY. PLEASE DO NOT PARK IN CROSSED OUT AREAS OR SOLID PRINTED AREAS AT STAIRWELL ENTRANCES.**
- I. Please deposit trash in containers located at each elevator station.
- J. Any accident occurring in the garage involving damage to vehicles or personal injury should be reported to the Police (911), Building Security and the Parking Management Office.
- K. LAZ Parking, its respective owners, affiliates and subsidiaries and their respective shareholders, directors, officers, employees and agents and all other parties, including but not limited to this facility's owner or landlord is not responsible for theft, damage, loss of vehicles or items contained within the vehicle while parked on the premise. Damage or theft to any vehicle is the sole responsibility of the vehicle's owner.

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

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