

UIW Sports and Wellness Parking Permit Information

Wellness parking permits are for current Sports and Wellness members only

It is strongly recommended that members renew their membership to have a valid membership to either November 1st to get a permit for the semester, or until April 1st to get a permit for the year.

1) Attach your membership receipt to your parking permit application.

a. The receipt attached MUST have your current expiration date on it. Please note if you use your emailed receipt you will need to click on the link in the email and print the actual receipt as it has your expiration date. If you bring a receipt without an expiration date, the business office WILL NOT process your application.

2) Fill out the attached application entirely.

a. Missing information will delay your application being processed.

3) Take your application to the business office in the Administration Building 190 to be processed.

- a. You must not have any outstanding tickets in order to receive a temporary/monthly, semi (good until 12/31) or annual parking permit (good until 5/31).*
- b. If you qualify for an H permit, which allows you to park in an ADA Parking Space, you will need to take a copy of your State Registration or your driver's license and your ADA placard to the business office with you.*
- c. All permit types will be picked up in the UIW Business Office in AD 190.*

Parking Permit Categories:

- Membership expiration prior to November 1, 2017

If your membership expires prior to November 1, 2017, you will receive a temporary parking permit that expires on the end date of your membership. It will be your responsibility to renew your temporary parking permit every time your membership and permit expire.

- Membership expiration between to November 1, 2017 and April 1, 2018

If your membership expires between November 1, 2017 and March 31, 2018, you will receive a semi-annual parking permit that is valid until December 31, 2017. After January 1, 2018, you will need to get a new temporary permit if you expire prior to April 1, 2018, or if you are valid until at least April 1, 2018 you will receive a new semi-annual parking permit.

- Membership expiration after to April 1, 2108

If your membership expires ON or AFTER April 1, 2018, you will receive a full annual parking permit that is valid until May 31, 2018.

Wellness Center, Natatorium and Fencing Center Members receive a "W" parking pass, this parking pass does not allow members to park in ADA parking spaces. For a complete list of parking rules and regulations please visit <http://www.uiw.edu/busoff/parking.html>. Each application must be associated to one member and to one vehicle. It is a violation of University policy for employees and/or students to obtain a Wellness Parking Permit (W-Permit). Employee and/or Student applications will not be processed and are subject to penalties and fines.

For questions, please email uiwwellness@uiwtx.edu



The University of the Incarnate Word
2017 – 2018 Parking Permit Application

Please note: All applications require complete license plate numbers and a valid local address.
All applications must be legible (illegible applications will be returned)

Application Type	Please check one option. <input checked="" type="checkbox"/> Wellness Center Applicant <input type="checkbox"/> Vendor Applicant: _____ <div style="text-align: right;">Company Name</div>
Delivery/Pick-up Method	Please initial one option. <input type="checkbox"/> I will pick-up my permit from the UIW Business Office (Administration Building 190). <i>Hours: Mon – Thurs, 8 am – 6 pm or Fri, 8 am – 5 pm</i> <i>Vendor parking permits must be picked up from the Business Office. Full payment is due at the time the permit is issued.</i> <input type="checkbox"/> I want my parking permit mailed to the address below. I understand that the UIW Business Office is not responsible for undelivered/un-received permits. <i>Replacement permits (limit 1per issued permit) will be available at \$50 per permit (Replacements are office pick-up only).</i>

Applicant Member ID		E-mail	
Applicant Name	First:	Middle:	Last:
Applicant Driver's License	State:	Number:	
Local Address	Street:	City:	State: Zip:

VEHICLE INFO	License Plate Number:	License Plate State:	Year of Vehicle:
Vehicle Make:	Vehicle Model:	Vehicle Body:	Vehicle Color:

Maximum of one (1) vehicles per permit.

PLEASE READ THE FOLLOWING AND SIGN:	
I hereby affirm that the information provided is true and I agree to comply with the University of the Incarnate Word (UIW) Parking & Traffic Regulations, available at http://www.uiw.edu/busoff/parking.htm . I understand it is my responsibility to read and familiarize myself with these regulations. Furthermore, I understand that parking is at my own risk and that UIW is not responsible for personal injury, pilferage or damage to my vehicle while parked on the private property of UIW. If I should have questions on the parking regulations, I will contact the UIW Police for clarification. Failure to abide by these regulations will result in appropriate penalties.	
SIGNATURE OF APPLICANT:	DATE:

For office use only: Membership start date _____ Membership end date _____ Approval Signature _____

Please attach membership receipt with expiration date to application.