

## **Guidelines for Exempt Plate Vehicle Parking at the University of Idaho**

- All exempt plate vehicles must be stored overnight in the posted exempt plate parking areas at Facilities Management, in lot 30
- Exempt vehicles are not allowed to park overnight in any other lot on campus, unless a reserved space is purchased by your department
  - Overnight parking is defined as parking between the hours of 2 a.m. and 6 a.m.
  - Daytime parking is defined as parking between the hours of 6 a.m. and 2 a.m.

Federal, State, Local and University exempt plates may park in the following locations during the day. These areas are prioritized as listed.

- Posted exempt plate parking area at Facilities Management, lot 30
- Exempt reserved space purchased by the department associated with the vehicle
- Any regular space in any colored lot
- Designated “valid campus walkway” spaces on the walkway
- Meters / timed spaces (no payment or time restrictions)

Exempt Plate vehicles are **NOT VALID** in any of the following locations. Parking in these areas may result in a citation and/or a fine.

1. Disability spaces
2. Service / Delivery spaces
3. Reserved spaces for other departments or individuals
4. Areas posted “No parking 2 a.m. to 6 a.m.”
5. All areas not designated as a parking space (fire lane, yellow curb, etc...)

These regulations constitute a partial list only. Campus Maps and the complete parking regulations are available on our website at [www.uidaho.edu/parking](http://www.uidaho.edu/parking).

# University of Idaho

Parking and Transportation Services

## Exempt Reserved Space Application

### Parking office use only

Initials: \_\_\_\_\_

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

Supervisor Initials: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

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

Date Received \_\_\_\_\_

Date Processed \_\_\_\_\_

Complete all information below, including Statement of Justification, completely and accurately; have your DEAN or DEPARTMENT HEAD review and sign the lower portion of the form. When complete, send the application to Parking Services, campus zip code 1201.

Please select delivery method:

\_\_\_\_\_ Campus Mail

\_\_\_\_\_ Office Pickup

Name (please print): \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Office Address: \_\_\_\_\_

Department: \_\_\_\_\_ Campus Zip: \_\_\_\_\_

Campus Phone: \_\_\_\_\_ Budget Number: \_\_\_\_\_

Note: When processed, budget will be charged directly.

Preferred Location or Lot: \_\_\_\_\_

Exempt Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ License #: \_\_\_\_\_

**Use of this exempt reserved space must be in compliance with University of Idaho Parking Rules and Regulations. Complete regulations, maps, and updates are available at [www.uidaho.edu/parking](http://www.uidaho.edu/parking).**

**Justification of Service:** Please describe the frequency of use and the purpose for this parking space below.

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All exempt reserved spaces are enforced 24 hours per day, 7 days a week, 12 months a year

I understand that the department is responsible for the use of this parking space. **I further understand that it is the responsibility of the applicant and/or driver to read and follow all Parking Rules and Regulations.** I certify that the above information is true and correct to the best of my knowledge.

Applicant Signature / Department or College / Date

**To be completed by Dean, Department Head or Supervisor if applicable:**

I certify that the above information is true and correct to the best of my knowledge. I verify that the exempt reserved space being requested is necessary for the conducting of University of Idaho business as specified in the **University of Idaho Parking Rules and Regulations.**

Signature / Department, College or Company Name / Date