

TO: Upper Class Students

FROM: Public Safety Office

DATE: July 21, 2009

RE: Zone Parking for Fall Semester

Attached you will find a parking permit request form for the coming semester. All student vehicles must display a valid general campus permit to park on campus.

The window decals if you already have one (general campus undergraduate permits) will not need to be renewed, however Sophomores and those returning with new vehicles will need to obtain one. This permit is for parking on campus in general and student parking areas, including Ryan, Ross/Tarrant and North Campus. There is no charge for this permit.

For Zone Parking, there are a limited number of permits available for zones A and B. Requests received by the deadline of August 21, 2009 will be issued in class priority order. Requests received after the deadline date of August 21st will be given no class preference and will be processed in the order received until all available permits are committed.

The fee for a zone permit will remain at \$45.00 per semester, payable by check or Knight Card. Permits requested by the August 21 deadline will be placed in campus mail prior to opening weekend. The address for mailing requests is: SMC Public Safety, SMC Box 280, 1 Winooski Park, Colchester, VT 05439.

Please be as accurate and thorough as possible when completing forms. Requests that are incomplete cannot be processed in a timely manner, and if paying by knight card you must insure funds are available for us to process the permit request.

Thank you for your prompt attention to this matter. These materials are also available on our web page and public folder.

Inquiries and questions may be directed to Charlene Roberge in our office at 654-2374 or croberge@smcvt.edu .