



## STAFF PARKING GUIDELINES

### GENERAL

For the convenience of those requiring parking on the Fort Garry Campus, parking and event day information is outlined below. Please note that all persons must pay for the privilege of parking on the campus during the day. This requirement is necessary because the parking system is entirely funded by revenue from parking fees.

### PARKING SERVICES

If you have any queries concerning parking, please contact [Parking Services](#).

### UNIVERSITY SECURITY SERVICES

If you have any queries concerning traffic regulations, please contact [University Security Services](#).

### RESERVED (ASSIGNED) PARKING

All reserved parking on Campus is assigned by lot or area on a "scramble" basis (no assigned stalls). The various reserved staff areas are indicated on the parking map. When parking in these areas, staff must display valid parking permits for the designated lots during weekdays from 7:30 a.m. to 4:30 p.m.

Parking lots are sold to maximum capacity. Assignment to a specific lot does not imply that space will always be available. If your lot is full please park in the nearest staff or student lot and notify Parking Services immediately.

### PARKING PERMITS

Parking permits are available through Parking Services and are valid for specific periods of time and only in the assigned area which is designated on the permit.

Hang tags must be clearly displayed, hanging from the rear-view mirror with lot name facing the front of the vehicle. The Vehicle must be parked within the numbered stall structure of the lot (no parking beyond or between rows or directly in front of posts). A staff member can only own one staff parking permit at a time.

### REPLACEMENT PERMITS

If you are unable to display your permit, please report to Parking Services at the Welcome Centre on University Crescent for a temporary permit. Parking Services will provide up to three temporary permits in a 12 month period at no charge. A fee of \$5.00 will be charged for each additional temporary permit. Please note that only University of Manitoba permits will be honored; notes - handwritten or otherwise - are not valid permit replacements.

### PERMIT PAYMENT CANCELLATION

Cancellation of a staff parking permit is final. If after cancelling your permit you would like to reapply, you are required to apply as a new staff member and we cannot guarantee the same parking lot or waitlist position (if applicable) as per your previous lot assignment.

Please visit the [Cancellation form](#) for more information.

### VEHICLE UPDATES/CARPOOLS/ALTERNATE VEHICLES

Permit Holders updating their vehicle information or participating in carpools are required to complete a [Carpool/Alternate Vehicle form](#) and submit it to [Parking Services](#).

A new carpool form must be submitted to Parking Services each time a new permit is issued. The owner of an alternate vehicle or a member of a carpool must ensure that only one vehicle registered to the permit is in the assigned lot at any time. A permit is not transferable to a carpool member.

### MOTORCYCLES AND BICYCLES

Motorcycles, motor scooters, and mopeds are considered as motor vehicles and require parking permits. Permits are available on a monthly basis and may be obtained through Parking Services. Bicycles do not require permits but should be parked at racks provided for this purpose.

### SPECIAL PARKING (Accessible)

Special parking arrangements can be made for persons with physical disabilities. University of Manitoba Special Needs/Accessible Forms are required upon application. Please contact Parking Services for the necessary forms.



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### INVESTORS GROUP FIELD™ – Event Day Parking

All parking lots are to be vacated 90 minutes prior to the start of an event at Investors Group Field, except A, B, staff section of D, CTC, AC and all residence lots. In these lots, only permit holders will be allowed to remain and all others must vacate. Violators will be subject to a fine and/or have their vehicle towed.

Parking, a minimum of 90 minutes prior and during events, will be available for U of M parking permit holders on a first come first served basis in the following lots: A, B, staff section of D, CTC and AC. Vehicular access onto campus is possible via Chancellor Matheson Road, University Crescent (both north and south entrances) or Kings Drive.

Visit our [Event Day Information page](#) for a list of the event dates and times at Investors Group Field™.

### EVENING, WEEKENDS AND HOLIDAYS

On weekends, holidays and after 4:30 p.m. on weekdays, there is no charge for parking in most staff, student, meter and Pay by plate lots. However, there are some restricted areas and times which cannot be used for general parking and which remain under strict control at all times. Refer to our website home page [www.umanitoba.ca/parking](http://www.umanitoba.ca/parking) for further information.

These restricted areas are:

- 1) No parking and no stopping zones
- 2) Loading zones
- 3) Fire lanes and driveways
- 4) Marked pedestrian areas
- 5) 24 hour reserved stalls
- 6) Accessible stalls
- 7) Landscaped areas
- 8) Lot corners, aisles, and end of aisles
- 9) Hooded and reserved meters
- 10) WFC lots during Investors Group Field™ Events

### CASUAL PARKING

Casual or Visitor Parking is available at the Parkade, in Pay by plate lots, metered areas, or by special permit in reserved areas. Visit our [Casual Parking page](#) for more information.

### INVITED GUESTS

Parking permits and brochures for guests may be obtained at Parking Services. University Departments can purchase a supply of temporary permits for distribution to guests either when they arrive on campus, or beforehand.

### PARKING REGULATIONS

In accordance with the [University of Manitoba Parking Regulations](#), regulations are in effect at all times except when specific exemptions are posted. While operating a motor vehicle on campus, these regulations must be observed.

### INFRACTIONS AND OUTSTANDING PARKING VIOLATIONS

Parking violations are issued by Parking Services and persons are subject to fines and possible vehicle impoundment for infractions of the University of Manitoba Parking Regulations. Parking Services will issue a notice for any unpaid parking violations. Failure to pay outstanding violations may result in the towing of your vehicle or other such actions as the University may deem necessary in the circumstances. Persons found in possession of stolen permit(s) may be subject to prosecution.

Violations may be [paid online](#) via credit card, or in [person/by mail](#).

Please make cheque or money order payable to "The University of Manitoba."

### APPEALS OF PARKING VIOLATIONS

Parking violations may be appealed in writing to the University Parking Appeals Committee.

Appeals must be submitted within thirty (30) days of violation and payment must be made before an appeal is considered. Appeals not submitted within thirty (30) days of violation will not be considered.

Visit our [website](#) for more information on appealing a citation.