

STAFF PARKING GUIDELINES

STAFF PARKING

Staff parking operates through a virtual permit system. Parking privileges are assigned to your University Parking account and are verified using license plate recognition software, in other words your license plate is your permit. Virtual permits are available through Parking Services and are valid only in the area assigned.

All vehicles must be registered to your staff parking account. Staff members may register up to 4 license plates to their virtual permit but only one of these vehicles can park at any given time. 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).

RESERVED 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 <u>parking map</u>. When parking in these areas during reserved times, you must hold a valid staff parking permit for the designated lot.

Parking lots are sold to 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.

VEHICLE UPDATES/ALTERNATE VEHICLES

Permit holders who wish to add/remove vehicles from their virtual parking permit, may do so online through the <u>Parking Portal</u>. Please ensure you are updating your vehicle information before you are parking on campus.

CARPOOLS

Permit holders may link additional drivers to their parking permit by completing a <u>carpool form</u> and submitting it <u>Parking Services</u>. All parties who participate in a carpool are responsible to ensure that only one vehicle registered to the virtual permit is in the assigned lot at any given time. Staff parking permits are not transferable to a carpool member.

PARKING CANCELLATION

Cancellation of staff parking is final. If after canceling your parking 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 wait-list position (if applicable) as per your previous lot assignment.

Please see the Cancellation form for more information.

IG FIELD - Event Day Parking

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 serve 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 IG Field.

Violators will be subject to a fine and/or have their vehicle towed.

MOTORCYCLES AND BICYCLES

Motorcycles, motor scooters, and mopeds are considered as motor vehicles and are required to pay for parking. Parking is available on a monthly basis and may be obtained through Parking Services. Bicycles do not require parking but should be parked at racks, the bike station or bike lockers, provided for this purpose.

ACCESSIBLE PARKING

Special parking arrangements can be made for persons with physical disabilities. University of Manitoba <u>Accessible</u> <u>Forms</u> are required upon application. SMD permits are required when parking in an accessible stall at the University of Manitoba.



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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 for further information. The 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) N-lot or the University Parkade
- 11) WFC lots during IG Field Events

PARKING REGULATIONS

In accordance with the <u>University of Manitoba Parking Regulations</u>, 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 CITATIONS

Parking citations are issued by Parking Services and persons are subject to fines and possible vehicle impoundments for infractions of the University of Manitoba Parking Regulations. Parking Services will issue a notice for any unpaid parking citations. Failure to pay outstanding citations may result in the towing of your vehicle or other such actions as the University may deem necessary in the circumstances. Persons attempting to steal parking may be subject to prosecution.

Citations 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 CITATIONS

Parking citations 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.

PARKING SERVICES

If you have any questions concerning parking, please contact Parking Services.

UNIVERSITY SECURITY SERVICES

If you have any questions concerning traffic regulations, please contact University Security Services.