

Parking Permit Application

Helena College is not responsible for damaged vehicles or contents contained therein. Please take appropriate precautions.

CIRCLE ONE: STUDENT STAFF FACULTY ADJUNCT ACCESS TO SUCCESS OTHER: _____

PERSONAL INFORMATION

NAME: _____
COLLEGE ID #: _____ DRIVER'S LICENSE #: _____
ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____
HOME PHONE: _____ CELL PHONE: _____

VEHICLE(S) INFORMATION

VEHICLE YEAR: _____ MAKE: _____ MODEL: _____
VEHICLE PLATE #: _____ COLOR: _____
IS THE VEHICLE REGISTERED TO YOU? YES _____ NO _____
IF NO, PLEASE LIST THE REGISTERED OWNER: _____

VEHICLE YEAR: _____ MAKE: _____ MODEL: _____
VEHICLE PLATE #: _____ COLOR: _____
IS THE VEHICLE REGISTERED TO YOU? YES _____ NO _____
IF NO, PLEASE LIST THE REGISTERED OWNER: _____

VEHICLE YEAR: _____ MAKE: _____ MODEL: _____
VEHICLE PLATE #: _____ COLOR: _____
IS THE VEHICLE REGISTERED TO YOU? YES _____ NO _____
IF NO, PLEASE LIST THE REGISTERED OWNER: _____

OTHER

DO YOU HAVE A PERMIT FOR HANDICAPPED PARKING? YES _____ NO _____

****Please contact the Cashier should circumstances change. We will update our records accordingly.**

**** COMPLETE AND RETURN THIS APPLICATION AND \$17.50 FEE TO THE CASHIER**

Please Note: Falsification of information may result in a fine and/or revocation of parking privileges.

I have received and reviewed the parking regulations as they pertain to Helena College. Failure to abide by said policy may result in a ticket, towing, or revocation of parking on Helena College property.

Applicant Signature

Additional permits may be purchased for \$17.50 each

Date



Parking Permit Information:

- Parking permits are required for all “Permit Only Parking” areas of Helena College.
- A Parking Permit form must be completed and submitted to the Cashier’s office with a \$17.50 fee.
- Parking Permits are valid for the academic year.
- Vehicle Plate # and owner and operator of vehicle (student) must be named on application for permit issuance.
- Extra forms are available for changes, updates, or renewals at www.helenacollege.edu, or the Donaldson Campus and Airport Campus

Hanging Permit Requirements:

- The hanging permit must be placed on the rear view mirror, with permit number facing outward.
- Tag must show all information and easily read from outside the vehicle.

Parking Requirements:

- ✓ All vehicles must be registered with hanging permit displayed when parking in designated areas.
- ✓ Park in 1 space-**not crossing space lines.**
- ✓ Do not block driveways or access areas.
- ✓ Forward facing parking ONLY; do not back in.
- ✓ If you forget your permit- **park in non-permit required areas.**
- ✓ Do not park in a hazardous manner.
- ✓ Do not park on a snowbank. (Vehicle must not be tilted)

****Helena College permits do not allow you to park in handicap or reserved parking. Parking in those areas will result in your vehicle being ticketed and/or towed. Parking violations for handicap area could result in a minimum of a \$100.00 fine. Parking violations in permit parking areas are \$10.00. Vehicle owners are responsible for all accrued charges associated with parking illegally.**

Please contact the Cashier 447-6922 with any questions.