

Dear Student, Parent, or Guardian:

It is common knowledge that parking on the OSU Campus is generally considered a headache. It is not generally known that Transportation & Parking Services at the University is a self-supporting entity. It must rely entirely on user fees for all construction, maintenance, and operation of parking facilities plus the Campus Area Bus Service (CABS) - which is available to you without charge.

That background is important for you to understand and appreciate the magnitude of the generosity that Transportation and Parking Services has shown to the **Jefferson @ OSU - Academy of Music** program. And, to appreciate why we must all be especially careful to administer and use this help in the most responsible way possible.

"ParkValCrds" are honored in garages and hourly gated lots. If the exit booth is attended, you present a ParkValCrd to the attendant in the booth as you exit the lot. If the booth is unattended, you insert the ParkValCrd in the auto-cashier machine as you exit. For Special Events, you present the ParkValCrd to the attendant as you enter the facility.

Each semester, you may purchase a packet of sixteen ParkValCrds for the special price of \$20 only from the Jefferson office. They are for the exclusive use of our students when coming to the OSU Campus for Jefferson activities. Any other use constitutes fraud - and is likely to have the program terminated for all our families.

By signing this application for ParkValCrds, you signify that you understand and agree to all of the following:

- a) ParkValCrds for this special rate are available only in the Jefferson Academy office, Hughes Hall Room 310.
- b) ParkValCrds are only available if accounts are current.
- c) ParkValCrds should be paid for in cash. (There is an additional charge of \$2 when a check or credit card is used).
- d) ParkValCrds may only be used when a Jefferson @ OSU student is participating in a Jefferson Academy activity.
- e) ParkValCrds cannot be replaced if lost, stolen, strayed, left at home, expired.... or eaten by the dog.
- f) To cheerfully abide by all OSU Traffic and Parking regulations and treat officers and attendants with respect.
- g) To pay immediately and in full, as specified on the ticket, any fine for an infraction of OSU Traffic and Parking rules.

Please, obey all the OSU Traffic and Parking regulations and be especially pleasant to the lot attendants. We want the administration to be glad they have extended this very special privilege to us and continue it in the future.

Sincerely,
 Ruth Triplett Haddock, Executive Director



"Visitor" Parking Permit Application

Last Name _____ First Name _____ M.I. _____

Address _____

City _____ State _____ Zip Code _____

Phone _____

Please complete vehicle information:

Vehicle	Make	License Plate	State
Primary			
Second			
Third			

Transportation & Parking & Services

Application to purchase 16 ParkValCrds for \$20

available only to:

**Jefferson @ OSU
 Academy of Music
 exclusively for use of their students
 when participating in school activities**

Applicant Signature Required _____

1- Date _____	Packet # _____	Issued by _____
2- Date _____	Packet # _____	Issued by _____
3- Date _____	Packet # _____	Issued by _____
4- Date _____	Packet # _____	Issued by _____
5- Date _____	Packet # _____	Issued by _____
6- Date _____	Packet # _____	Issued by _____

Take take this entire page with you, not just the application section, when you go to the **Jefferson Academy of Music** office (Hughes Hall, Room 310) to purchase your ParkValCrds.

Office use only