

# SCCC PARKING PERMIT REGISTRATION FORM

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Student/Employee 800 ID#: \_\_\_\_\_  
 Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_/\_\_\_\_\_  
 License Plate State: \_\_\_\_\_ License Plate: \_\_\_\_\_ Your Cell Phone # \_\_\_\_\_  
 Emergency Contact in case you can't be reached: \_\_\_\_\_/\_\_\_\_\_  
Name Phone #

All SCCC students, full and part-time, all employees and registered customers of the Wellness Center who drive and park on any SCCC property are required to display a valid and current parking permit on the back of their vehicle, lower left side corner or lower left corner of the rear windshield. Motorcycles are also required to have a Parking Permit Registration Form completed and turned in, but it is optional to display such permit on the motorcycle.

Each additional vehicle or vehicle change in the future requires you to submit an additional Permit Registration Form in order to obtain a permit. The administrative fine to be added to your student or customer account for not displaying the proper permit on your vehicle will be \$5 each time an officer notices the vehicle not displaying the permit and/or upon a complaint or accident. *Information for obtaining a Permit Registration Form and permit is provided below.*

If later you need to temporarily bring another unregistered vehicle onto the campus, please email SCCC Security and provide your name, phone number, vehicle make, vehicle color, license Plate and the reason and expected date of temporary usage. Failure to do so may result in a fine being added to your administrative account. Email address provided below.

### FINE SCHEDULE

<b>Excess Speed: Speed limit on all campus properties is 15 MPH</b>	<b>\$25-\$100 depending on seriousness</b>
<b>*Parking non-authorized area, private, reserved or handicapped spot, etc.</b>	<b>\$50</b>
<b>Parking on grass or intruding into another parking spot</b>	<b>\$25</b>
<b>Spinning of tires/rapid display of acceleration, careless/reckless driving</b>	<b>\$25-100 depending on seriousness</b>
<b>*Accident (Cause of) and/or failure to report accident (hit and run)</b>	<b>\$100-500</b>
<b>*Causing damage to another vehicle (Door ding, scratch, other)</b>	<b>\$50-500 depending on seriousness</b>
<b>Parking/leaving disabled vehicle for more than 72 hours</b>	<b>\$25-100 depending on seriousness</b>
<b>Run Stop Sign, Fail to Give Right of Way</b>	<b>\$25</b>

**VEHICLE SEARCH AND REMOVAL ADVISORY:** Any vehicle on any SCCC property is subject to search and/or removal off of the property if there is reason to believe there is or may be illegal material or danger within. ***Illegal Drugs and/or alcohol, or any other contraband are not allowed on any SCCC property.*** Failing to cooperate with a SCCC Security Officer or other SCCC Official is grounds for administrative and/or law enforcement action. SCCC Security, and Law enforcement, including K9 units may also patrol, and legally inspect all vehicles on campus properties.

Any vehicle left abandoned or disabled for more than 72 hours, or is causing an immediate disruption to the normal operation of the college may be towed off of the property at the owner's expense. *SCCC is NOT responsible for towing charges and/or damage or loss of property.*

\*Accidents, and damage to another's property, as well as any other driving or parking violation are subject to both administrative and/or law enforcement action. SCCC reserves the option to increase its administrative action in matters that it believes are necessary in order to better serve or protect the campus community and/or cover its total cost, including repair, replacement and operational cost to remedy the situation. The fine amounts specified above have no bearing or involvement with those fines or costs issued or associated with law enforcement or by an outside person, business, organization, legal firm, insurance company or court of law, etc.

**Information for obtaining a Permit Registration Form and Permit:** Monday-Friday, Go to either the Front Information Desk in the Hobbie Academic Building, Wellness Center or the SCCC Safety and Security Office located in Hobbie Academic Office-AA159, 620-417-1180. Return the completed form to obtain your permit sticker. Email request for additional information or advisories to: [security@sccc.edu](mailto:security@sccc.edu)

**PERMIT # ISSUED UPON THIS FORM BEING TURNED IN:** \_\_\_\_\_ (Revised 05/10/2017)