

The University of Georgia
Transportation and Parking Services

Rules and Regulations

Last Revised 2025

Table of Contents

I. Authority.....	1
II. General Regulations and Enforcement.....	1
A. Driver Responsibility.....	1
B. Hours of Regulation.....	1
C. 24 Hour Restricted Areas	3
D. ADA Accessible/Disability Parking	3
E. Patient Parking	4
F. Dooley Garden Parking	4
III. Departmental Parking	5
A. Departmental Permits (DP).....	5
B. Supporting University departments	6
C. State Vehicles	6
D. Validation Passes/Coupon Codes.....	6
E. Daily Passes.....	7
IV. Bicycles	7
A. Registration.....	7
B. Bike Racks Only	7
C. Abandoned Bicycles	7
V. Vehicle Registration Policies	8
A. Automobile Registration.....	8
B. Motorcycle, Moped, and Motor Scooter Registration.....	8
C. Evidence of Registration or Permit Display Regulations	10
VI. Permit Registration and Payment Policy	10
A. Students.....	10
B. Employees.....	11
C. New Employees	12
D. Retired Employees.....	12
E. University Village Spouses	12
F. Affiliates	13
G. Visitors	13

VII. Permits Usage and General Policies.....	13
A. General rules regarding standard permits usage and issuance	13
B. Refunds	14
VIII. Replacement Permits	15
A. Replacement Permits	15
IX. Special Permits	15
A. ADA Accessible/Disability Permits.....	15
B. Multi-Access Permits.....	16
C. Reserved Spaces.....	17
X. Alternative Transportation	17
A. Definition.....	17
B. Eligibility and Restrictions	18
C. Enrollment Procedure	18
D. Usage	18
E. Carpools	18
XI. Contractor and Construction Parking and Permits	19
A. Accommodating Construction Projects.....	19
B. Construction Zone Parking	19
C. Contractor Permits	19
XII. Vendor Permits	20
A. Vendors.....	20
XIII. Parking Violations and Fines	20
A. Responsible Party	20
B. Violations and Fines.....	20
C. Immobilization.....	25
D. Impounding (Towing).....	26
E. Other Violations and Penalties	27
XIV. Appeals.....	28
A. General information	28
B. Visitor Appeals	28
C. Student Appeals.....	28
D. Faculty/Staff Appeals	29

I. Authority

A. Authority from the Board of Regents

1. "...The government, control and management of the University of Georgia and all of the institutions in said system shall be vested in the Board of Regents of the University System of Georgia." Georgia Constitution, Article VIII, Section IV, Paragraph 1b.
2. By virtue of the powers granted to the Board of Regents of the University System of Georgia by the Georgia Constitution, the Board of Regents has the authority to adopt bylaws and policies for the management and governance of its member institutions. The Board of Regents further elects a Chancellor of the System, under whose supervision the presidents of the various institutions are given responsibility and authority to promote the efficient operation of the same. The Parking Services Department is delegated authority and responsibility for the administration of policies and parking regulations designed to promote a safe and efficient parking system.
 - a) These policies specifically include fees for parking privileges, immobilization and impoundment for various unsafe and illegal parking practices.

II. General Regulations and Enforcement

A. Driver Responsibility

1. All persons registering or operating motor vehicles on campus are responsible for knowing the rules and regulations governing parking and traffic.
2. The responsibility of finding a legal parking space rests with the vehicle operator.

B. Hours of Regulation

1. Enforcement of parking lot restrictions is generally* in effect from 7:00 a.m. to 5:00 p.m. Monday through Friday, or each day the University of Georgia is in operation. This enforcement period includes break periods, and during final exams.

- a) *Exceptions: Housing Priority lot restrictions are from 7:00 a.m. to 11:59 p.m. Monday through Friday and include:

Until 11:59 p.m.

N10	S23
E05 – East Village Deck	S24
S11 – South Campus Deck	W02
S18	W08
S19	W09 – West Campus Deck
S20	W10
S22	W11

- b) *After Hours: Certain lots on North Campus are available for paid visitor parking after regular business hours. These lots include:

E04 – East Campus Deck	N11 – Tate Center Deck
E20 – Performing Arts Center Deck	N13
N02	S11 – South Deck
N03	S15 – Carlton Street Deck
N04	W05
N05	W16
N06 - North Deck	W17

After hours enforcement for these areas is Monday – Friday 5:00 pm through midnight and Saturday – Sunday 10:00 am – midnight. UGA students, faculty, and staff may park in these areas during after hours enforcement without any charge with a valid vehicle registered on their parking account. Vehicles should not be left parked overnight in these locations.

- c) *Reserved numbered spaces for the use of a single permit holder are restricted 24 hours per day, Monday through Friday.

- d) *No overnight parking allowed in Soccer/Softball and Rec Sports Parking areas.
- 2. Parking Services will follow an intersession schedule when class is not in session and the campus is still open for business. Four lots around campus will be open to all valid permit holders. This information will be posted on the current announcements section of our website.
- 3. Summer Parking - Parking Services will allow permit holders in E01, E21, and E23 (Park & Ride) to park in E06 following spring commencement each year until the first day of fall class begins.

C. 24 Hour Restricted Areas

- 1. 24-hour restrictions apply to disability spaces and blue access zones, reserved spaces, designated tow away zones, yellow zones, and fire lanes.
- 2. Bus stops: no parking is allowed at any time in a bus stop.
- 3. Loading Zones: restricted to short-term loading/unloading for Departmental Permits, Vendor Permits, and Contractor Permits. Should a Departmental Permit not be available.
- 4. Construction zones are limited to marked contractor vehicles inside the designated area.
- 5. Parking in any illegal or unsafe manner at any time is prohibited and may result in citations and/or impoundment.

D. ADA Accessible/Disability Parking

- 1. All vehicles must display a state issued disability placard or license tag and have a valid UGA permit when parked in a designated disability space.
- 2. Drivers requiring ADA parking must register with Parking Services and be assigned a lot to utilize ADA accessible spaces during permit enforcement hours for the lot in which the space is located. See Special Permits for more information.

E. Patient Parking

1. Patient parking is reserved by departments Monday through Friday and signs designate the hours of enforcement. Vehicles without a proper permit will be cited and/or booted/towed.
 - a) The Psychology Clinic (N09), Aderhold Clinic (S08), and FREC and L&M Programs (S10) lots are not gated and vehicles must display clinic passes to avoid being cited.

F. Dooley Garden Parking

1. Parking in the visitor spaces in front of Dooley Garden shall only be occupied by visitors to Dooley Garden. Visitors to the ButtsMehre building shall utilize the Butts-Mehre visitor lot in front of the building.
2. **Hours of Operation-** Monday through Friday from 8:00 am until 5:00 pm. (*University closings and holidays are free to park*) 3.
3. Parking rates - The rate of parking is \$1.00 per hour.
4. Time limit - The maximum time limit for the parking pay station is one hour before the pay station must be renewed.
5. Visitor spaces – Visitor spaces are available on a first come, first serve basis. Spaces cannot be blocked to save a space for another vehicle. Violators may be cited or removed from the parking area.
6. Currency – Parking in the visitor spaces at Dooley Garden may be purchased using the ParkMobile payment app.
7. Enforcement - Any vehicle parked longer than one hour, without extending, is subject to a \$50 citation (Expired Meter). Any vehicle not registered as paid through ParkMobile is subject to a \$50 citation.

III. Departmental Parking

A. Departmental Permits (DP)

1. Departmental permits allow short-term parking for authorized personnel on official university business when departmental personnel need to use a lot that is outside of their permit zone. Use of a departmental permit to enhance an individual's parking is considered personal use and is strictly prohibited. If this type of use occurs, the individual permit holder will be subject to penalty and the departmental permit will be revoked.
2. Departmental permits are purchased by the department and it is the responsibility of the department to manage the appropriate use of these permits just as it would protect any other item purchased using departmental funds. It is best practice for the department to maintain these permits in an office and sign them out on an as needed basis. Departmental permits should not be issued to individuals.
3. The DP is only valid when used in conjunction with a regular UGA permit. Alternative Transportation Passes are not permits and cannot be used in conjunction with a DP permit. The DP is only valid in regular spaces that are available to a permit holder for that lot.
4. The DP is not valid in the following:
 - a) Lots E09, N04, N05 and TSL
 - b) Fire lanes
 - c) Reserved spaces
 - d) State Vehicle spaces
 - e) Pay-by-space sections within E13 and E15
 - f) Designated Patient/Client spaces
 - g) Customer Parking spaces
 - h) Visitor spaces
 - i) ADA Accessible/Disability spaces (unless accompanied by valid state issued placard)
5. DP's may be purchased with a Departmental Permit Application Form using a departmental account number. The maximum number

of DP's requested may be equivalent to up to 10% of the current count of FTE per major unit*. Any request for additional DP's must include justification and appropriate levels of approval.

**Major unit represents 2-digit prefix used for the applicable major departments. For example, "69" is 69000000-Auxiliary Services Division; "68" is 68000000-Facilities Management Division, etc.*

B. Supporting University departments

1. Parking Services will work with departments with unique parking needs and, whenever possible, develop solutions to accommodate these needs. Situations requiring consultation with management should be done in advance to allow communication, planning and agreement among all parties. For special event support, please complete the [Request Form - Parking Special Event Application Form](#).

C. State Vehicles

1. State Vehicle Gate (SVG) permits are valid for official University vehicles only and available at a yearly charge. These allow access to state vehicle spaces in all gated and non-gated lots excluding TSLTate Surface Lot.
2. State Vehicle parking spaces are reserved for use by state vehicles only and regular spaces should not be used for state vehicle parking.
3. State Vehicles should not park in ADA spaces, ADA access areas, or otherwise block accessibility on campus. Any state vehicle doing so will be subject to violations and/or impoundment (towing).

D. Validation Passes/Coupon Codes

1. Validation passes and Coupon codes allow departments to validate the parking of guests and visitors in one of the campus pay facilities. These passes are purchased via UGAmart at [UGAmart - Home](#).
2. Departments are responsible for properly informing guests/visitors where and how to use validation passes and/or coupon codes.
3. Validation passes and Coupon codes are only valid in the following pay lots:

- a) N06 North Deck
- b) N11 Tate Center Deck
- c) S11 South Deck
- d) S15 Carlton Deck
- e) E04 East Deck
- f) E20 PAC Deck
- g) W05 Hull St Deck
- h) HSC Health Science Campus Visitor Lot

E. Daily Passes

1. Daily Passes are available for guests of departments in remote lots such as N01 Chicopee Complex, E13, E14, E15 River's Crossing, N12, VMC and W14. These passes may also be used to accommodate departmental parking in areas farther from pay lots where space may be available. These passes are purchased via UGAmart at [UGAmart - Home](#).

IV. Bicycles

A. Registration

1. Registration of bicycles is not required. However, cyclists are encouraged to register their bikes with the University Police department in case of loss or theft.

B. Bike Racks Only

1. Bicycles are prohibited from being chained to handrails or anything else, and should only be locked to bike racks.

C. Abandoned Bicycles

1. Any bicycle that is chained or otherwise secured to a rack or other University property that is determined to be abandoned will be removed and disposed of. If the bicycle is registered with the police department, reasonable efforts will be made to notify the owner.

V. Vehicle Registration Policies

A. Automobile Registration

1. All vehicles parked on the property of the University of Georgia must display a valid state license tag or visible vehicle identification number (VIN) or be subject to immobilization.
 - a) For those choosing to back-in/pull-thru to a parking space, the license plate must be visible to the driving lane when parked. A front mounted plate is available for purchase from the UGA Parking Services office. Please contact Parking Services to acquire this tag. (Note: The front plate offered through TPS serves as a permit according to UGA TPS rules and regulations and is NOT a State of Georgia, Department of Revenue, issued license plate.)
2. Electronic signature in the form of MyID login and verifiable state vehicle registration or license plate information must be presented to purchase a permit.
3. An individual may not register a vehicle for another person except co-registration among family members.
4. Permits are for the use of the permit holder only and remain the property of the University of Georgia while valid.
5. Vehicles should be removed from the parking account before the transfer of ownership. Parking Services should be notified when a vehicle is no longer the individual's responsibility.
6. Permits should only be purchased from UGA Parking Services to avoid falling victim to fraudulent activity:
 - Only register and purchase UGA Faculty/Staff and/or Student parking permits through the authorized source: The official website <https://tps.uga.edu> or in-person at TPS Customer Relations Office in Tate Plaza.
 - Never purchase a UGA Faculty/Staff and/or Student parking permit from an individual.

B. Motorcycle, Moped, and Motor Scooter Registration

1. This policy applies to (a) motorcycles, every motor vehicle having a seat or saddle for the use of the rider and designed to travel on not more than

three wheels in contact with the ground, but excluding a tractor, all terrain vehicle, and moped, (b) mopeds, which include all two wheeled motorized vehicles under 50 cc. that cannot exceed 30mph or cannot be shifted or clutched, and (c) motor scooters not within the definition of motorcycle.

- a. A permit must be obtained for any motorcycle, moped, or motor scooter operated on campus. A monthly prorated fee will be assessed for both motorcycle and moped/motor scooter permits.
- b. Motorcycles with a valid UGA permit may park in any designated motorcycle spaces on campus. License plate and registration are required to purchase a permit.
- c. Mopeds and motor scooters with a valid UGA permit will be allowed to park in designated moped/motor scooter areas only.
- d. Motorcycles, mopeds, and motor scooters are prohibited from parking or being set down:
 - in areas designated for larger vehicles including, but not limited to, cars, trucks, construction vehicles, and buses
 - in or at bicycle racks or bicycle parking areas on UGA grounds
 - in loading zones, on sidewalks, disabled access aisles, driveways, lawns, landscaped areas, within 10 feet of a fire hydrant, or in areas used for special events
 - in breezeways, near railings, or any building locations in such a way to block residents from safely exiting a building
 - in handicap spots without displaying a handicap license plate or placard
 - in a manner secured to utility poles, trees, bollards, railings, signposts, meter posts, or fences
- i. Any non-resident person who drives a motorcycle, moped, or motor scooter as their only means of transportation may register for the Alternative Transportation program and receive a pass valid for 11 days usage in the ATP locations. See the ATP section for more information
- ii. Motorcycles, mopeds, and motor scooters with stored on-board rechargeable batteries are prohibited from

being charged with UGA sourced power except at electric vehicle charging stations.

C. Evidence of Registration or Permit Display Regulations

1. All persons are responsible for registering the license plate of their vehicles before parking on campus.
2. Cars, trucks, and similar vehicles:
 - a) The License Plate will act as the users permit in all locations, with those that are gated having access through the LPR readers that read the license plate upon entry or the UGA ID card.
 - b) In order to ensure the license plate is recognized as the permit, all permit holders are required to register a valid License Plate with Parking Services before parking.
 - c) Should you have need to drive a vehicle other than the one you have registered, that vehicle must be added to your parking account prior to parking in your designated parking lot.
 - d) For individuals with more than one vehicle registered to the parking account, only one vehicle will be eligible as the permit holder for the given lot at a time. Should more than one vehicle be parked in the lot at the same time, citations will be issued and one or both vehicles may be subject to towing.
3. Motorcycles/Scooters must display valid permanent decals on the front or back fender for visibility.

VI. Permit Registration and Payment Policy

A. Students

1. Registration - Students will register during the spring and summer months for permits valid the following fall. Permits are also sold in the Parking Services office when available.
 - a) Space availability is extremely limited, especially during the academic year, and is not guaranteed. Other sustainable, alternative modes of transportation are encouraged.

- b) The Priority System will determine assignments, and notifications will be made electronically. Assignments will continue to be made every couple of weeks as long as space is available.
 - c) Students must adhere to deadlines for and/or acknowledgement of assignment acceptance to avoid forfeiture of an awarded assignment.
- 2. Lot changes – Changes may be requested by registering on an online waitlist for a more preferred lot. If a new assignment is able to be awarded based on the Priority System factors, the old permit can be exchanged for the new one, which may result in additional fees or a refund.
 - 3. Payments - All permit fees will be transferred to the Student Accounts division of the Bursar's Office in semesterly payments (one in Fall, one in Spring, and one in Summer).

B. Employees

- 1. Registration – With the exception of the groups listed below, all employee permits will automatically be renewed for the lot they are assigned in the spring of the previous academic year. It is always a good idea to update your parking information annually, but no action is required for employees wishing to remain in the same lot from one academic year to the next. Some exceptions apply as follows and those individuals should continue to register each spring:
 - a) Retirees
 - b) Employees who do not qualify for payroll deduction
 - c) Employees who wish to change lots
- 2. Changing Lots - Changes may be requested throughout the year by registering online for a more preferred lot. A new assignment will be determined by the Priority System and may result in additional fees or a refund.
- 3. Payroll Deductions - Permanent faculty and staff may choose to have permit fees payroll deducted. Current Internal Revenue Service regulations allow this deduction to be a pre-tax option of the employee. Changes in employment status may affect payroll

deduction eligibility and it may be necessary to pay the balance on the permit to avoid cancellation.

4. Leave without pay - Personnel leaving campus for an extended period of time should make arrangements to pay for the balance due on the permit to avoid cancellation. Failure to return or cancel a permit will result in a balance on your account. Employees on leave without pay are advised that if the permit is not continued for the duration of the year, they will be required to participate in the registration process for reassignment to that lot and will not be guaranteed a permit in the same lot.
5. Terminated Faculty/Staff - Exiting employees are no longer eligible for a permit and must notify Parking Services they will no longer need their permit. A prorated refund may be issued. Failure to return the permit will result in additional charges to an account and may prohibit future permit purchases.

C. New Employees

1. New employees will be able to obtain a permit in a lot that has no wait list. If the new employee prefers another area, he/she may register and wait for an assignment in the lot requested.
2. If not eligible for payroll deductions, permits must be purchased in full. The first month must be paid at time of issue if the payroll option is available.

D. Retired Employees

1. Registration - Retirees are eligible for a permit at half price, except for reserved spaces and Ramsey Center permits. Retirees must register each spring for a permit valid the following year and may only purchase calendar year (12 month) permits.

E. University Village Spouses

1. Spouses or Domestic Partners of students who are residents of University Village may obtain a permit in a housing lot by presenting a verification form from the Housing office. Every effort will be made to accommodate the spouse/partner in the requested lot;

however; in the event there is no space available, a reasonable assignment will be made.

F. Affiliates

1. Affiliates are persons who work on campus, but are not paid through the University of Georgia.
2. All Affiliates will need to attain a UGA ID to register for parking. Affiliates must complete the online registration to request a permit. Assignments will be based on employment and availability. Affiliates must adhere to deadlines for payment and/or acknowledgement of assignment acceptance to avoid forfeiture of an awarded assignment. Permits must be paid in full at the time of purchase.

G. Visitors

1. Visitors should park in one of the pay facilities located throughout campus during permit enforcement hours.
2. Departments may pay for guest's parking using validation or coupon codes.
3. Visitors will be responsible for any citation issued. Immobilization and towing regulations will be enforced.
4. Only Parking Services may authorize a visitor to park in an area not designated for visitor parking.

VII. Permits Usage and General Policies

A. General rules regarding standard permits usage and issuance

1. Permits cannot be sold, altered, falsified, or transferred to another individual. Permits are for use by the individual issued the permit. This includes, but is not limited to adding a vehicle to the parking account for someone other than the permit holder.
2. Citations will be the responsibility of the registered holder of the permit.
3. Permits are assigned based on the Priority System of the University of Georgia Parking Services department. Permits should not be

purchased from any other source other than the University of Georgia Parking Services Department.

4. Over the counter permit sales are based on current wait lists and availability.
5. Regular permits are sold for the academic year or the calendar year, but may be returned for a pro-rated refund should they no longer be needed.
6. Mid-year permit purchases are monthly prorated in price.
7. An individual may only be issued one active permit.
8. Permits allow access only to lots in the zone indicated on the permit.
9. Multi-Access permits are available, at an additional cost, to faculty and staff only with approval from Parking Services management.

B. Refunds

- i. Customers leaving the University of Georgia must return the permit or notify Parking Services if they have a license plate permit to receive a prorated refund. This includes students who are graduating and will no longer be attending UGA.
- ii. Refunds will be issued after all remaining debts have been paid. Customers will be charged from the time the permit was issued through the full month in which they are requesting a refund.
- iii. For customers paying through payroll deductions, refunds may be available depending on the amount paid to date and the prorated price of the permit when returned.
- iv. For customers who purchased the permit by cash, check or credit card in the Parking office, a refund check will be mailed.
- v. For students, a credit will be issued to their Student Account.
- vi. No refund will be given on temporary permits.

VIII. Replacement Permits

A. Replacement Permits

- 1) If a hang tag malfunctions, the permit holder may obtain a replacement at no charge by returning the defective permit to Parking Services.
- 2) If a permit is lost or stolen, a charge will be assessed for a replacement. Any further use of the permit is fraudulent.
 - a) DP – \$150
 - b) SVG-\$50
 - c) V/C- cost prorated according to date of issue
- 3) Replacement fees are independent of the purchase price.

IX. Special Permits

A. ADA Accessible/Disability Permits

1. Customers eligible for ADA accessible/Disability permits must follow the procedures below to utilize ADA accessible-spaces during enforcement hours:
 - a) Present to Parking Services via your [Parking Account](#) a state issued disability placard or license tag registered in the name of the customer. It is the responsibility of the customer to maintain current disability registration information with Parking Services. Permits issued based on expired registrations will be deactivated.
 - b) Purchase a current UGA parking permit with a disability validation. Registered disabled customers must proceed through the standard permit allocation process to make lot selections, while also presenting their state issued disability placard or license tag to Parking Services. Customers may park only within their assigned permit area. Visitors to campus with a state issued disability placard or license tag may park in ADA Accessible/Disability spaces by paying to park in a visitor location or contacting Parking Services to make arrangements should a visitor location not be in close proximity. Visitor locations can be found [here](#).

- c) If the assigned permit area does not meet the needs of the customer or multiple access is necessary, a written appeal may be submitted outlining reasonable accommodation needs to Parking Services and should address the following questions:
 - Which lot(s) does the individual need access to?
 - Why does the individual need access to these lot(s)?
 - Why does the Campus Transit Disability Van *not* meet the needs of the individual?
 - d) If an appeal is granted, the customer must pay the highest cost of the access provided.
 - e) The state-issued disability placard or license tag and the UGA parking permit with the assigned disability validation sticker must be displayed during enforcement hours. Placards should be placed behind the permit with the expiration facing the windshield.
 - f) A disabled customer may park in any disability parking space or standard space within the assigned permit area.
 - g) Parking in other reserved parking areas, ADA access zones, or fire lanes is prohibited.
2. Referent to section 40-6-226 of the Official Code of Georgia, it is illegal to obtain, alter, or utilize a state issued disabled permit for fraudulent means. Violators may be towed and will be referred to the Department of Motor Vehicle Safety's Fraud Unit.

B. Multi-Access Permits

- 1. Multi-access permits are available to Deans, University Cabinet members, and above who are required to park in multiple lots on campus. These permits are issued on a limited basis as space allows.
- 2. The current cost is \$60 per month and is only available on a 12month basis.
 - a) Multi-access permits are not valid in the following:
 - i. Fire lanes

- ii. Reserved spaces iii. State Vehicle spaces
- iv. Designated Patient spaces
- v. Customer Parking spaces
- vi. Visitor spaces
- vii. ADA Accessible/Disability spaces unless used with a state issued disability placard or license tag.

C. Reserved Spaces

1. Reserved spaces are available to Deans, University Cabinet members, and above who require exclusive access to a designated space 24 hours per day, Monday – Friday.
2. The current cost is \$60 per month (available on a 12-month basis only).

X. Alternative Transportation

A. Definition

1. The Alternative Transportation Program (ATP) was developed to offer an incentive to those who bike, walk or ride a bus to commute to campus.
2. A validation code is issued to eligible participants, which is valid for the following facilities from September through July each year:
 - a) E04 – East Campus Deck
 - b) E20 – Performing Arts Center Deck
 - c) S15 – Carlton Street Parking Deck
 - d) HSC Visitor Lot – Health Sciences Campus Visitor Lot
3. Number of available usages will be determined based on the following tiers of enrollment:
 - a) Walk, Bike or Ride the Bus to campus - two daily uses per month.
 - b) Carpoolers, motorcycle, moped, or scooter users - one daily use per month.

B. Eligibility and Restrictions

1. This program is only available to current employees and students that commute to campus. University Housing residents, retirees, visitors, and affiliates are not eligible.
2. An individual cannot be enrolled in ATP and hold a standard lot permit at the same time, unless they are the primary driver in a carpool.
3. While enrolled in ATP, an individual will not be considered for a permit assignment.

C. Enrollment Procedure

1. Enrollment takes place online at the Parking Services website after the first round of assignments have been issued by accessing your Online Account. Register online at the Parking Portal and you will be contacted via UGA MyID email.

D. Usage

- i. ATP validation codes cannot be sold or transferred to another individual.

E. Carpools

1. Carpools must have at least 2 participants, including the primary driver, to be considered for ATP registration.

One person in the carpool will register as the primary driver and receive a regular permit based on the Priority System.

3. The primary driver will provide the carpool ID number to the participants so the participants may go online and register.
4. No participant other than the primary driver may have a valid permit when the carpool is registered. Each participant will receive an ATP pass.
5. Each member of the carpool will receive a validation code valid for 1

or 2 uses per month, depending on the number of members.

6. To cancel your participation in a carpool, you must return your pass to Parking Services. The ATP pass will be forfeited unless the customer enrolls in another method of alternative transportation.
7. If the primary driver leaves the carpool or the carpool membership reaches less than 2 participants, the carpool will be dissolved and all members' ATP validation codes will be deactivated.

XI. Contractor and Construction Parking and Permits

A. Accommodating Construction Projects

1. The University of Georgia is a continually growing institution. Renovations on older buildings and new constructions are a familiar part of the landscape. Parking Services will work with contractors to make accessing work sites possible, but limitations may exist depending on the area of campus and remote parking options may be the only available solution.

B. Construction Zone Parking

1. Representatives of companies involved in construction or similar renovation projects on campus are required to have a valid Contractor permit. Contractors are encouraged to contact Parking Services regarding parking and permits prior to submitting bids on projects. Contractors are responsible to inform workers, and subcontractors of parking requirements.

C. Contractor Permits

1. When space is available, permits may be sold to specific lots to contractors for a limited time and are prorated throughout the year, on a monthly basis.
2. When parking is necessary in multiple areas on campus a Contractor permit is required. Permits will be assigned on a space available basis. Contractors must purchase a Contractor permit at a rate of \$720 per year which allows contractors access to all lots on campus. This rate has a monthly proration throughout the year.

3. Contractors may also make arrangements to park vehicles in remote lots and shuttle their employees to the job site.

XII. Vendor Permits

A. Vendors

Vendors are representatives of companies that maintain goods and services to fulfill contractual obligations. Vendors may purchase a Vendor permit with Parking Services management approval. The current cost is \$720 for 12 months. Permits may be returned for a prorated monthly refund at the Parking Services office.

XIII. Parking Violations and Fines

A. Responsible Party

1. A Permit cannot be sold, altered, falsified, or transferred to another individual. A permit is for the sole use of the person to which it is issued.
2. Citations will be the responsibility of the registered holder of the permit.
3. If no permit is displayed, the owner of the vehicle will be responsible for all parking violations.

B. Violations and Fines

Please note: These citations fees are subject to change from year to year and the below represents the schedule as of the current academic year.

Current Academic Year Violations and Fines

- (1) No Permit Displayed **\$50** - A vehicle registered by a permit holder is parked in their designated lot without a visible permit.
- (2) No Parking Permit **\$50** - Unregistered vehicle is parked in a permit only lot.
- (3) Alter/Falsify **\$150** - changing or falsifying a permit in any way; using a stolen, lost, or otherwise deactivated permit; using a photocopied permit; obtaining a permit for an unauthorized person or unauthorized use of a permit. Such actions will make the vehicle in question subject to immediate immobilization or impoundment. In

addition, the owner may be subject to prosecution. Such permits must be surrendered to Parking Services.

- (4) Unauthorized Area **\$50** - Parking in areas such as construction sites, designated dumpster sites, state vehicle spaces, and other similar areas.
- (5) Out of Zone or Region **\$50** - A registered vehicle is parked in a lot other than the designated zone of the permit holder.
- (6) Disability Space **\$500** - Parking in a designated disability space without displaying a state issued disability placard or disability license tag.
- (7) Disability Access Zone **\$500** - Parking in the blue striped area next to disability spaces.
- (8) Fire Lane **\$100** – Parking areas with signage indicating fire lane or curbs painted red.
- (9) Sidewalk/Grass **\$60** - Parking on the grass, lawn, landscaping, sidewalk or any paved area intended for pedestrian use.
- (10) Closed Street/Area **\$60** - Parking in an area only accessed by proceeding through a closed or barricaded street.
- (11) Improper Parking **\$50** - Failure to pull into a space fully, taking up more than one space or any other similar infraction.
- (12) Obstructing Traffic **\$60** - Parking in such a way that traffic, including campus transit busses, cannot safely pass by.
- (13) Beyond Time Limit **\$50** - Vehicle parked beyond the allowed time in visitor spaces that have a posted time limit.
- (14) Yellow Zone **\$60** - Parking in any area, either curb or striped, lined off with yellow paint without prior permission from Parking Services.
- (15) Patient Spaces **\$100** - Parking in a designated patient space without displaying a proper permit. (16) Expired Permit **\$50** - Parking with a permit that is expired.
- (17) Football parking **\$60** - Parking in a restricted football parking lot without a valid football permit.

- (18) DP with no Valid UGA Permit **\$50** - DP permits are a secondary access permit and are only valid if the vehicle is displaying a currently active standard permit.
- (19) No Meter Receipt Displayed **\$50** - Receipt must be displayed on dash.
- (20) No Overnight parking **\$100** - Vehicles are not allowed to park overnight in some locations.
- (21) Multiple Vehicles parked **\$50** – Two vehicles registered to the same permit, parking in a lot at the same time. The second vehicle found parking will be issued a citation and may be subject to towing.
- (22) Expired Meter **\$50** - Parking Meter time limit has expired.
- (23) Improperly Displayed Receipt **\$50** - Parking Receipt is not displayed on dash so that it can be read by enforcement.
- (24) Failure to Display (WARNING) **\$0** Customer has valid ADA parking permit for lot but it is not visible in the vehicle. After two such warnings, a citation for “No Permit Display” may be issued.

Theft of Parking Service **\$50** - Driving from parking deck without payment, exiting pay lot or deck by tailgating another vehicle or lifting gates to exit without paying. Repeat offenders will be reported to law enforcement.

Damage to equipment, collision with vehicles or failure to yield to pedestrians will be reported to law enforcement.

Immobilization (Boots) **\$75** - Excessive unpaid fines, altered or falsified permits, blocking traffic, fire lane violations or similar situations may result in an immobilization unit (boot) being placed on the vehicle.

Current Academic Year Violations and Fines (Effective August 1, 2023)

Violation	Penalty	3- 4 Citations (Violation Fee + \$75 Boot Fee)	5 or More Citations (Violation Fee + \$175 Tow Fee + Loss of Parking Privilege)	
Disability Space	\$500	\$575	\$675	
Disability Access Zone	\$500	\$575	\$675	
Violation	Penalty	3-4 Citations (Violation Fee + \$75 Boot Fee)	5-7 Citations (Double Violation Fee)	8 or More Citations (Violation Fee + \$175 Tow Fee + Loss of Parking Privilege)
Altered/Falsified Permit	\$150	\$225	\$300	\$475
Fire Lane	\$100	\$175	\$200	\$375
Patient Space	\$100	\$175	\$200	\$375
No Overnight Parking	\$100	\$175	\$200	\$375
Sidewalk/Grass	\$60	\$135	\$120	\$295
Closed Street/Area	\$60	\$135	\$120	\$295
Obstructing Traffic	\$60	\$135	\$120	\$295
Yellow Zone	\$60	\$135	\$120	\$295
Football Parking	\$60	\$135	\$120	\$295
No Valid Permit	\$50	\$125	\$100	\$275
Unauthorized Area	\$50	\$125	\$100	\$275

Expired Permit	\$50	\$125	\$100	\$275
DP With No Valid Permit	\$50	\$125	\$100	\$275
Multiple Vehicles Parked	\$50	\$125	\$100	\$275
No Permit Displayed	\$50	\$125	\$100	\$275
Out of Zone or Region	\$50	\$125	\$100	\$275
Improper Parking	\$50	\$125	\$100	\$275
Beyond Time Limit	\$50	\$125	\$100	\$275
No Meter Receipt Displayed	\$50	\$125	\$100	\$275
Improperly Displayed Receipt	\$50	\$125	\$100	\$275
Expired Meter	\$50	\$125	\$100	\$275

Habitual violators:

1. Persons and/or vehicles with two (2) or more parking citations in the current parking year (the period that annual parking permits are valid) will be issued Habitual Violator and Boot Warning
2. Persons and/or vehicles with three (3) or more parking citations in the current parking year (the period when annual parking permits are valid) are classified as Habitual Violators.
3. Habitual Violators penalties will be enforced in the following ways:
 - a) Vehicle Booting/Immobilization upon receipt of three (3) to four (4) parking citations in the current parking year.
 - b) Vehicle Towing/Impounding and Loss of Campus Parking Privileges upon receipt of five (5) or more ADA citations in the current parking year.
 - c) Vehicle Booting/Immobilization and an additional \$75 Boot fee upon receipt of three (3) to four (4) citations in the current parking year.
 - d) Fine Doubles upon receipt of five (5) to seven (7) citations in the current parking year.

- e) Vehicle Towing/Impounding, Violation Fine Doubles and Loss of Campus Parking Privileges upon receipt of eight (8) or more citations in the current parking year.

4. Administrative Sanctions:

- a) Persons and/or vehicles with three (3) or more parking citations in the current year (the period of time that annual parking permits are valid) are classified as Habitual Violators.
- b) Persons and/or vehicles with eight (8) or more parking citations in the current year (the period of time that annual parking permits are valid) will have parking privileges revoked for the remainder of the parking year. This includes a cancelation of the parking permit with no refund provided.

C. Immobilization

Parking Services reserves the right to immobilize (boot) vehicles as circumstances warrant, including, but not limited to the following:

- Accumulation of more than one outstanding citation on a vehicle.
- Display of a permit which our records indicate is stolen, lost, altered, forged or otherwise falsified.
- Multiple vehicles registered to a single permit found parked in the permitted area at the same time.
- Vehicles with no current license plate and/or having an obscured, covered, or altered Vehicle Identification Number (VIN). Per Georgia State Law OCG 40-4-4, a vehicle's VIN must be easily seen.
- Any improperly parked vehicle not registered with Parking Services.
- Vehicles parked in areas not designated for parking.

Vehicles will remain immobilized until all outstanding debt incurred by the violator has been satisfied. This includes citations on vehicles other than

that which is currently immobilized. If the fines are not paid, the vehicle will be towed and impounded.

D. Impounding (Towing)

Parking in an illegal or unsafe manner at any time is prohibited and may result in towing. Vehicles subject to impoundment include, but are not limited to:

- excessive parking citations
- abandoned vehicles
- vehicles blocking traffic
- vehicles parked in fire lanes, service areas, or reserved or restricted parking areas
- vehicles parked in areas not designated for parking or in areas designated for parking of different types of vehicles
- proof of permits being altered, falsified or counterfeited
- multiple vehicles registered to a single permit found parked in the permitted area at the same time
- failure to request immobilization boot timely removal as prompted by Parking Services initiated email notifications

Parking Services may, in its discretion, use Barrett's Towing, Shuman Services, or another service provider for towing and impounding services. If you find that your vehicle has been impounded please contact Parking Services at 706-542-7275 or University of Georgia Police Department at 706-542-2200.

Barrett's Towing Phone: 706-543-0900

Shuman Services Phone: 706-543-4349

Dennis and Judy's Towing Phone: 706-543-0004

S&J Towing Phone: 706-614-9664

Payment methods accepted: Check, Credit Card (MC, Visa, Amex, Apple Pay and Google Pay)

1. Vehicle owners will be responsible for all citations issued.
2. Citations issued to a vehicle displaying a permit will be the responsibility of the registered permit holder.
3. Students will have all identified citation balances transferred to their Student Account. Payments may be made on the University Student Account system or at the Bursar's office. Certain fees such as tow fees or immobilization fees will be paid at the Parking Services office. Citations must be paid through the Bursar's office.
4. Employees may pay at the Parking Services website, via mail or in person. Delinquent balances may be collected through payroll deductions from eligible employees
5. Visitors may pay at the Parking Services website, via mail or in person.
6. Citations on unregistered vehicles will be connected through inquiry with a Department of Motor Vehicle Registration database.
7. Non-payment of citations may result in a flag on the student's record, immobilization or impoundment.

E. Other Violations and Penalties

1. Persons involved with, but not limited to the following actions may be assessed replacement fees and/or subjected to criminal prosecution:
 - a) Damage to university property, such as decks, signs, elevators, boots, or gate equipment.
 - b) Destroying, removing, taking, or mutilating traffic control signs, reserve signs, or other special signs.
 - c) Possession of stolen property, including permits.
 - d) Possession of forged permits.

- e) Tampering with fire safety equipment.
- f) Unauthorized removal of immobilization devices.
- g) Misuse of departmental or state vehicle permits.

XIV. Appeals

A. General information

1. Citations must be formally appealed and should be determined within ten (10) calendar days of the issue date.
2. All appeals must be submitted in writing through your [Parking Account](#). If you are a guest, please create a parking Account and you may file an appeal. Any evidence or documentation must be submitted with the appeal to be considered by the appeals committee.
3. Notifications of appeal decisions are made via email or mail. Additionally, customers with Online Account access may view decisions via our web site.

B. Visitor Appeals

1. Visitors are those individuals that are not associated with the University of Georgia and are neither UGA students nor employees.
 - a) Visitors may create a [Parking Account](#) to file an appeal.
 - b) Citations older than ten calendar days must be paid before an appeal will be considered. If a citation is dismissed, a refund will be issued.
 - c) Visitor appeals are reviewed by Parking Services personnel.

C. Student Appeals

1. For the purpose of appeals, an individual is considered a student if they were a student at the time the citation is issued. All students driving on campus are responsible for knowing Parking Services rules and regulations.

- a) Citations issued to students will be transferred to Student Accounts.
- b) Appeals will not defer transfer of fines to Student Accounts or payment obligation.
- c) If a citation is appealed and dismissed, the student will be issued a credit to their student account.
- d) Students may appeal citations via their [Parking Account](#). Emailed appeals cannot be accepted
- e) Student appeals are adjudicated by volunteer students from the University Judiciary.

D. Faculty/Staff Appeals

- 1. For the purposes of appeal, individuals are considered employees if they work in an office on the campus of the University of Georgia or for a university affiliated department at the time the citation is issued.
 - a) Employees may appeal citations via their [Parking Account](#). Emailed appeals cannot be accepted.
 - b) Citations older than ten calendar days must be paid before an appeal will be considered. If a citation is dismissed, a refund will be issued.
 - c) Employee appeals are adjudicated by volunteers from the Faculty/Staff Council Parking Appeals Committee.