

STAFF (STANDARD) PARKING PERMIT TERMS AND CONDITIONS 2022

These Terms and Conditions should be read in conjunction with the University's [Parking Procedure](#) and [University By-Laws](#).

Terms and Conditions

1. A Staff (Standard) ePermit will be activated following approval of an online application made via the University's Digital Parking Permit Management System.
2. Where a staff member chooses to pay for their Staff (Standard) Parking Permit via salary sacrifice the staff member authorises Payroll Services to establish a fortnightly salary deduction as payment for the permit.
3. The University reserves the right to not issue a permit, or to cancel a permit at any time in accordance with the University's By-Laws.
4. Purchase of a Staff (Standard) parking permit entitles the permit holder to park in designated Staff Permit parking zones. There is no guarantee that a parking space can be obtained.
5. Staff (Standard) parking permits are valid at the Inveresk (Northern carpark), Newnham, Sandy Bay and West Park campuses. They are not valid in any other staff permit parking zone (e.g. CBD staff parking permit zones, Residential parking zone). A full Schedule of parking spaces/permits and conditions is outlined in the University's [Parking Procedure](#).
6. Staff (Standard) permits are transferrable between vehicles but can only be attributed to one vehicle at a time. It is the driver's responsibility to change the Registration Number of the vehicle in use **before** commencing their parking session.
7. Vehicles with a Staff (Standard) permit may not park in voucher-controlled areas unless authorised to do so by a valid voucher clearly being displayed on the vehicle or payment being made via the [EasyPark App](#).
8. Staff (Standard) permit holders should ensure they abide by all parking signage including any parking restrictions.
9. People parking in University carparks park at their own risk. It is the responsibility of the driver to ensure their vehicle is secured whilst parked on University premises. No responsibility or liability is accepted by the University for damage to, or loss of, any vehicle or its contents parked on University premises however caused.
10. In an emergency a vehicle may be moved to ensure safety of people or vehicles. Abandoned Vehicles will be removed from site in accordance with the procedure set out in the [University By-Laws](#).
11. The University may close University car parks or several bays to accommodate University supported activities.
12. Further information on parking at university campuses and sites is available on the [Campus Services](#) web page.

Issue of infringement notices

1. It is the vehicle driver's responsibility to take note of any parking restrictions or changes to parking conditions which may be current at the time.
2. Infringement notices may be issued at any time throughout the year.
3. Infringement notices will not be withdrawn if issued in accordance with the [University By-Laws](#) and these Terms and Conditions, or in accordance with any other valid instrument governing parking at University campuses and sites.
4. Any appeal against an infringement notice must be made within five (5) days of the infringement issue date, using the University's on-line parking appeal form available on the [parking appeals webpage](#). This webpage also contains examples of circumstances which **are not** valid reasons for cancellation of an infringement.