Press Parking Policy

Definition & Purpose
This policy defines the process for University Communications to provide parking options for local or state media who visit campus to provide UW news coverage.

Policy

- Transportation Services will provide subsidized parking options for University Communications as needed to meet the needs of media personnel. Options include:
  1. Press Permit
  2. Validations
  3. Value Passes/Permits
- All permits and validations will be assigned to University Communications.
- University Communications will distribute permits or validations to local or state media who need to visit campus to provide UW news coverage.
- University Communications will determine the appropriate parking option based on the number of visits made to campus each year and the nature of the visits to campus.
- University Communications will maintain and provide Transportation Services with a list of customers who receive the permits or value passes. Each permit or value pass will be assigned to a specific individual who will be responsible for the permit or for others who share in the use of the permit.
- Press Permits are valid in permit or metered stalls on campus.
- Press Permits must be hung from the vehicle’s rear view mirror. Remove items from mirror that block the permits from view.
- Value Passes or validations are valid in visitor parking garages only and are used to enter or exit the facility.
- Guests who would like to purchase more permits or passes than allocated by University Communications will be offered the opportunity to purchase additional parking on campus.

Restrictions

- Press Permits or passes are subsidized by UW Transportation Services and cannot be used for any purpose (or by any other individual) other than official news coverage as approved and issued by University Communications. Violation of this restriction will result in automatic loss of the permit/pass.
- Press Permits are not valid in restricted areas; such as, fire lanes, reserved stalls, disabled stalls, loading zones, construction areas, sidewalks, disabled access aisles, driveways, grass areas or lots staffed during Special Events. Value passes are restricted to parking stalls in visitor garages only.
- Lost/stolen permits or passes must be reported to UW Transportation Services immediately. Customers may be assessed a fee for replacing lost or stolen permits.
- Transportation Services has the authority to close a lot for construction, maintenance or safety issues and will attempt to notify all permit holders in advance of lot closures.
Related References

- All-Campus Permit Policy
- Citation Policy

Policy Revisions:

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<th>TS-59</th>
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<tr>
<td>Effective Date</td>
<td>Permit Year 2015-16</td>
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<tr>
<td>Date Approved</td>
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<td>Revision Dates</td>
<td>3/2013 – Create separate policies for Government &amp; Press permits</td>
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