



## Department Contract

# PARKING NEWSLETTER

2007-08

**Your Annual Update on U of M Contract Parking** - PTS is a self-supporting department. Your contract parking fees go directly to the operation of University parking facilities including daily maintenance; annual structural inspection and repairs; and state-of-the-art safety features like security cameras, panic alarms and optimal lighting.

### 2007-08 Contract Parking Rates

*Effective October 1*

Lot:

24-hour - \$59.25/month

Evening/weekend -

\$30.25/month

Ramp:

24-hour - \$87.50/month

Evening/weekend -

\$66.25/month

Reserved - \$97.50/month

Garages:

24-hour - \$114/month

Evening/weekend -

\$86.75/month

Reserved - \$124.25/month

Replacement Hangtag/Keycard:

\$12.

### Hangtag Permits

New permits are enclosed for hangtag contract holders, and they are valid through September 30, 2008. Please begin using your permit immediately by displaying the printed side facing out. Hangtags may be transferred to any vehicle you park at the university. Minnesota State law requires

hangtags be removed while driving.

If you forget your hangtag, you will need to park in a public facility and pay the fee. For lost hangtags, you must come to our office and purchase a replacement hangtag permit.

### Keycards

Consider purchasing a second keycard for a one time fee of \$12 at our customer service desk (open Monday - Friday, 7 am - 5 pm) to avoid a forgotten keycard.

Should you forget your keycard, you will be responsible for finding alternate parking and paying the facility fee.

Please note: cars parked in Lots C51, C55 and C58 after midnight will be towed at the owner's expense. No exceptions will be made.

### Reserved Spaces

Departmental contract holders may elect to reserve a numbered stall, Monday - Friday from 6 am - 6 pm. Parking

spaces are randomly assigned on a first-come, first-served basis. Reserved spaces are available in the following facilities:

- o Oak Street Ramp
- o 4th Street Ramp
- o University Avenue Ramp
- o East River Road Garage
- o 21st Avenue Ramp
- o 19th Avenue Ramp
- o Gortner Avenue Ramp

To sign up for a reserved parking space, send an e-mail to [parking@umn.edu](mailto:parking@umn.edu).

### Contract Cancellations

You may cancel your contract at any time. An easy way to cancel is online at: [www.pts.umn.edu/contract-cancel.htm](http://www.pts.umn.edu/contract-cancel.htm).

Walk-in cancellations can be immediately processed by turning in your hangtag or keycard.

Another convenient method is to send us a letter or e-mail to [parking@umn.edu](mailto:parking@umn.edu). Please include your name, contract number, future cancellation date and home address in your cancellation notice. Contact customer service to request a

postage-paid envelope to return your keycard or hangtag. We recycle hangtags and reuse keycards. Refunds for accounts with a credit balance will not be processed until the hangtag or keycard is received in our office.

## Motorist Assistance

The Motorist Assistance Program (MAP) is FREE for legally parked PTS customers. Services offered include: unlocking vehicles, giving jump starts, changing flat tires and providing referrals on request. To request assistance, call 612-626-PARK (7275). MAP is available on the Twin Cities campus, Monday - Friday, 7 am - 10 pm. Service is not obtainable on official university holidays. MAP is not available at the Hospital Parking Ramp on Delaware Street. For service on university-owned vehicles, contact Fleet Services at 612-625-3033.

## Citations

Campus parking enforcement is handled by the University of Minnesota Police Department. To contest a parking citation, call the number printed on the ticket or the university parking citation hotline at 612-626-4446.

## Budget Charge Cards

With department authorization, University of Minnesota employees may charge parking to a CUFS number by using a special keycard. Budget charge

parking does not guarantee a space.

To request an account, please visit <http://www.pts.umn.edu/deptsrvcs.htm>.

PTS does NOT accept parking tickets with handwritten or typed CUFS information.

## Guest Validation Parking (VIP Stamp)

Charge guest parking to your department by using a validation stamp. Each stamp contains a coded number identifying the department and its CUFS number. The dispensed ticket must be imprinted with your VIP stamp. Instruct your guest to hand it to the attendant upon exiting. Fees are charged to your department through CUFS. Validation stamps work only in pay-at-exit facilities. To request a validation stamp for your department, visit [www.pts.umn.edu/deptsrvcs.htm](http://www.pts.umn.edu/deptsrvcs.htm).

## Department Reservations

To best serve your visitors, reserve a spot for them in advance. Reservations can be made online before noon at least one business day in advance. The service is available in several facilities. Fees are charged directly to your department's CUFS account. To make a reservation, visit [www.pts.umn.edu/deptsrvcs.htm](http://www.pts.umn.edu/deptsrvcs.htm).

## Zipcar

Get wheels by the hour or by the day through the on-campus car-sharing program. For infor-

mation on departmental accounts, contact Zipcar's Rob Dalton at [rdalton@zipcar.com](mailto:rdalton@zipcar.com) or 617-995-4263.

## Parking and Transportation Services

Own, lease or rent your official vehicle from Fleet Services. Choose from cars, minivans, 8 and 15 passenger vans, cargo vans, pickups, trucks and more. Call 612-625-3033 or go online to [www.pts.umn.edu](http://www.pts.umn.edu).

We welcome your questions and ideas. Contact us at [parking@umn.edu](mailto:parking@umn.edu) or 612-626-7275.



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