

VENDOR PARKING CONTRACT NEWSLETTER

2017-18 issue for our customers



*Parking &
Transportation Services*

UNIVERSITY OF MINNESOTA

300 Transportation & Safety Bldg.
511 Washington Ave. SE
Minneapolis, MN 55455



Where Your U of M Parking Fees Go

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/repairs; and safety features including security cameras, panic alarms and optimal lighting.

Parking Locations

Vendor Parking Contract maps can be printed online at pts.umn.edu/park/vendor-parking.

Some parking stalls on campus are designated for both Official Vehicles and Vendors (Combo spaces) while some stalls are for Vendors only. Stalls are signed accordingly.

Companies receive only one hangtag per contract.

If you forget your hangtag, you will need to park in a public facility and pay the fee.

Because hangtags are not electronically managed, there are specific measures for lost, stolen or damaged hangtags.

If a hangtag is stolen, a new one will be issued at no charge with a police report filed in person (online reports are not accepted). If your hangtag is damaged, turn it into our office and we will issue a replacement hangtag.

If you lose your hangtag, a new contract will need to be purchased at a prorated charge. A refund is not issued for lost hangtags. Misuse of your hangtag will result in the loss of your contract privileges.

Hangtag Permits

Your new parking hangtag permit is enclosed. Please begin using it immediately by displaying the printed side facing the windshield. Hangtags may be transferred to any vehicle you park at the University. Minnesota State law requires you to remove your hangtag while driving. **Hangtags are valid through September 30, 2018.**

Vendor hangtags are valid only in designated vendor areas or combo spaces. **Your hangtag is not valid in contract or public parking facilities, including ramps and garages.** Review the "Additional Locations" section below for exceptions.



Additional Locations

Parking is available to vendors on a space available basis in three locations: Lot S106 on Upper Buford Circle on the St. Paul campus; Lot C98 on the top level of the West Bank Office Building Ramp; and Victory Lot near the stadium on East Bank campus.

2017-18 Vendor Parking Contract Rates

Lots are \$67.75/month Daily Vendor Permit is \$6.00
Ramps are \$100.75/month Rates effective October 1.

3-Hour Limit

Parking is strictly limited to three hours in Vendor and Combo spaces. If the time limit is exceeded, the parker is subject to a citation.

Impact of Gopher Football on East Bank Campus Parking

- Avoid coming to campus on game day Saturdays, if possible.

2017 Sat. Gopher Home Games

Sat., Sept. 16 @ 2:30 p.m.
Sat., Sept. 30 @ TBD
Sat., Oct. 14 @ TBD
Sat., Oct. 21 @ 2:30 p.m.
Sat., Nov. 11 @ TBD
Sat., Nov. 25 @ TBD

- If you need to service equipment on a game day, contact PTS in advance by Monday prior to a Saturday game (for example: before 10/9 for the 10/14 game). Some locations are not available. E-mail parking@umn.edu with these details:

- vehicle make/model
- license number
- hangtag number
- building location
- arrival time
- departure time
- department that requests service (no guarantee of specific space availability)
- For a day-of-emergency, contact PTS as soon as possible at 612-626-PARK.



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Pull a ticket when you enter but continue to display your vendor hangtag while parked.

Most campus parking facilities operate with automated pay machines.

If there is no attendant, then push the silver "Press for Help" button on the Exit Payment Station and a staff member will assist you.



If there is an attendant, print the company name, vendor hangtag number and your name and phone number on the back of your ticket and give it to the attendant as you exit.

An additional charge is incurred at the posted rates if you park for more than three hours.

Keycard Access

Vendors that purchase a ramp contract have access 24/7 in any of these facilities:

- 4th St. Ramp
- 19th Ave. Ramp
- 21st Ave. Ramp
- Gortner Ave. Ramp
- Oak St. Ramp
- Washington Ave. Ramp
- West Bank Office Bldg. Ramp - lower levels

This contract is NOT valid on football game day Saturdays (see other side for specific dates).

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

If your keycard is lost, stolen or damaged,



come to the PTS office for a replacement. The charge for a replacement keycard is \$12. Misuse of your keycard will result in the loss of your contract privileges.

Cancel a Contract

You may cancel your contract at any time. **The hangtag/keycard must be received in our office to consider the parking contract cancelled.**

Refunds for accounts with credit balances will be processed after the hangtag/keycard is received by PTS.

- **Walk-in** cancellations can be immediately processed by turning in the hangtag or keycard.
- **Mail** the hangtag/keycard to the PTS office (address below).

Citations

Campus parking enforcement is handled by University of Minnesota Police. To contest a parking citation, call the number printed on the citation.

Motorist Assistance

Motorist Assistance Program (MAP) is FREE for legally-parked PTS customers. MAP offers to unlock vehicles, give jump starts and add air to tires. MAP is available on the Twin Cities campus, Monday – Friday, 7 am - 10 pm. Service is not available on official University holidays. MAP is not available at the hospital parking ramp on Delaware Street. To request assistance, call 612-626-PARK (7275).

PTS is committed to sustainability by maintaining and improving a comprehensive transportation system that reduces congestion, eases accessibility and enhances a friendly University community. We welcome questions and ideas. Contact us at parking@umn.edu or 612-626-PARK (7275).

Parking Contract Conditions

- The University of Minnesota assumes no responsibility for loss by fire, theft or damage to your vehicle while in the parking facility.
- The University of Minnesota reserves the right to move or reassign cars to other locations when necessary.
- Only one vehicle per contract is permitted to park at any one time. Violation may result in tagging, towing and revocation of parking contract.
- Reciprocal parking is not available for University departmental contracts.



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