



Department of Parking and Transportation Services  
**VEHICLE REGISTRATION AND SERVICE APPLICATION**

Office Use Only **24**

C   -  -

UNIVERSITY ID NUMBER

PERMIT NUMBER

LAST NAME

FIRST NAME

MI.

JOB TITLE

DEPARTMENT

P G

WORKDAY ACCOUNT NUMBER

**Services spaces**

**Rules and Regulations for User:**

**PERSON SIGNING FOR SERVICE PERMIT IS RESPONSIBLE FOR ALL CITATIONS ISSUED ON VEHICLE**

- All vehicles parking in service spaces must have one of the following:
  - An Annual University of Miami Parking Permit along with a valid Virtual Service Permit  
or  
A valid Vendor Permit or pass issued by Parking & Transportation
- Service parking is allowed in a designated service space for a maximum of 2 hours. If the project requires more than 2 hours, Parking and Transportation Customer Service must be contacted **in advance** with location of vehicle and completion time of project.
- The issuance and use of a Virtual Service Permit is restricted to the applicant named above on this form, provided such person owns a current valid Virtual University of Miami Parking Permit. The Virtual Service Permit will be linked with the applicants license plate. It is the responsibility of the applicant to register all vehicle plates associated with Service Pass. Application for Service Permit does not guarantee issuance; abuse of the Virtual Service Permit may result in its revocation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Campus Phone

\_\_\_\_\_  
Building Name

\_\_\_\_\_  
Campus Address

\_\_\_\_\_  
Department Head Name (Mandatory)

\_\_\_\_\_  
\*\*Department Head Signature (Mandatory)

**\*\* Must have Supervisor's signature if applicant is Department Head\*\***

**Reason for Need – It is Mandatory to describe work performed, tools & equipment transported, etc. (Attending meetings is NOT a valid reason for having a Service Permit)**

\_\_\_\_\_  
Director, Parking & Transportation Services (signature)

<b>Office Use Only</b>			Sold By: _____	Entered: _____
<input type="checkbox"/> Sale	<input type="checkbox"/> Exchange	<input type="checkbox"/> Replacement	Price: _____	WORKDAY ACCOUNT: _____