



CALIFORNIA STATE UNIVERSITY
FULLERTON

Parking and Transportation Services
 (657) 278-3082 / Fax (657) 278-4533

Application for Special Use Parking Permit
EMPLOYEES ONLY

STEP 1 – TO BE COMPLETED BY EMPLOYEE OR DEPARTMENT CHAIR/ DIRECTOR		
NAME	CSUF EMAIL ADDRESS	DAY PHONE #
DEPARTMENT		
<input type="checkbox"/> Individual Special Permit	<input type="checkbox"/> Department "Shared Use" Special Permit	
<p>Please provide a written explanation of the purpose for the Special Use Permit including a description of the employee/department primary job responsibilities that require the use of a personal vehicle to conduct University business and <u>the specific parking areas the employee or department requires access to</u>. Special Use Permits are generally issued for a one year period. Division Heads or their designees will review and confirm special use parking permits annually or more frequently if necessary. Special Use Permits are valid ONLY when displayed with a valid CSUF Faculty/Staff Parking Permit. Special Permits are only valid in 30 minute zones, fac/staff, student and Special Permit Only Spaces.</p>		

STEP 2 – APPROVAL		
Signature of appropriate Division Head indicates approval for the request of the Special Use Parking Permit.		
Requested By Employee (NAME) or Department Chair/Director:	Signature	Date
Approved By Division Head (NAME):	Signature	Date
Approved by Division Head to use Division Funds:		
<input type="checkbox"/> YES – CMS Account # to Recharge:	<input type="checkbox"/> NO – Employee is responsible for permit fee via payroll deduction (\$50.00 special permit fee)	

STEP 3 – TO BE COMPLETED BY PARKING & TRANSPORTATION			
Permit Type/ # Issued:	Valid permit # for Individual:	Expiration Date:	Issued By:
NOTES:			