



Parking and Transportation Services  
 (714) 278-3082 / Fax (714) 278-4533

**Application for Special or Conditional Use Parking Permit  
 EMPLOYEES ONLY**

<b>STEP 1 – TO BE COMPLETED BY EMPLOYEE OR DEPARTMENT CHAIR/ DIRECTOR</b>		
NAME	CSUF EMAIL ADDRESS	DAY PHONE #
DEPARTMENT		
<input type="checkbox"/> Individual Special Permit	<input type="checkbox"/> Department “Shared Use” Special Permit	
<input type="checkbox"/> Individual Conditional Use Permit	<input type="checkbox"/> Department “Shared Use” Conditional Use Permit	
<p>Please provide a written explanation of the purpose for the Special or Conditional 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 or Conditional Use Permits are generally issued for a one year period. Division Heads or their designees will review and confirm special or conditional use parking permits annually or more frequently if necessary. Special and Conditional Use Permits are valid <b>ONLY</b> when displayed with a valid CSUF Faculty/Staff Parking Permit.</p>		

<b>STEP 2 – APPROVAL</b>		
Signature of appropriate Division Head indicates approval for the request of the Special or Conditional 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 – Account # to Recharge: <input type="checkbox"/> NO – Employee is responsible for differential fee via payroll deduction (\$38.00/month represented, \$28.00/month non-represented)	

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