

PARKING PERMIT CHECKLIST



Please Note: Parking permits CANNOT be processed without ALL of the following:

- There is no charge for a parking permit at this time. A fee may be imposed at a later date.
 - Print Permit Application (Found under Back-to-School Documents)
 - Fill out completely and both Parent and Student must sign
 - COPY** of Student's Drivers' License
 - COPY** of current Vehicle Registration
 - COPY** of current Proof of Insurance
- } → All 3 copies can be on one sheet
- Scan and email all documents to @ mlopez@lewispalmer.org.
 - Once information is verified and approved, you may pick-up your permit sticker in the front office the first 2 weeks of school.

Incomplete forms will not be processed!

**2020 – 2021
Palmer Ridge High School
Parking Permit Application**

Students: Please note that this form must be filled out completely with correct information and signed by both student and parent before a parking permit will be issued. Please print legibly. Email completed form and all required documents to mlopez@lewispalmer.org. There is no charge for a parking permit at this time. A fee may be imposed at a later date. Once information is verified and approved, you are welcome to stop in the front office at time during the first 2 weeks of school to pick-up your permit sticker.

Parking Permit # _____

Name _____

Grade: 9, 10, 11, 12

State Issued: _____ Driver's License Number: _____

Vehicle Information:

Make: _____ Color: _____

Model: _____ Year: _____

License Plate Information: State: _____ Number: _____

I have read, understand, and will comply with the school parking regulations as outlines in this packet.

STUDENT, PARENTS/GUARDIAN MUST SIGN BELOW:

Student Name (Print)

Parent/Guardian Name (Print)

Student Signature

Parent/Guardian Signature

Date

Date

Palmer Ridge High School Parking Guidelines

There is no charge for a parking permit at this time. A fee may be imposed at a later date.

Students are to agree to abide by the following terms. Conditions and regulations:

- PRHS parking pass issued must be displayed on the **rearview mirror** so that it is visible from outside the car at all times while parked at PRHS. If such permit is not visible, the vehicle will be ticketed or could be towed off campus at owner's expense. The student may also be subject to a discipline referral for such action.
- All students must be licensed and covered by automobile insurance. Parking permit information will be kept on file! PRHS assumes no responsibility for the automobile or its contents.
- There will be no speeding or any form of reckless driving on school grounds. Violations may result in the loss of driving privileges for the remainder of the school year.
- Student vehicles may be subject to search if there is reasonable suspicion that drugs, alcohol, stolen property, or other contraband might be present in that vehicle.
- Parking regulations are strictly enforced. Fines will be given for tickets. \$10 for the first ticket and \$10 more for each succeeding ticket. Accumulation of multiple tickets may result in suspension of driving privileges. Suspension of driving privileges, towing of vehicles, and/or suspension from school may occur with violations of these regulations.
- If it becomes necessary for a student to drive another vehicle, the student must request a Temporary Parking Pass from Campus Security.
- It is the student's responsibility to inform the campus supervisors of all status changes with his/her vehicle.
- Students may NOT eat in the parking lot or in cars on campus during lunch.
- No parking in the STAFF LOT during school hours.
- PARENTS DROPPING OFF A STUDENT'S VEHICLE TO PRHS WITH A STUDENT STICKER DISPLAYED MUST PARK IN THE STUDENT'S DESIGNATED PARKING AREA AND **NOT IN VISITOR PARKING.**

Student Signature/Date

Parent/Guardian Signature/Date