

University Apartments Vehicle Registration Form

Contract Holder Information:

Name: _____ UTEID: _____

Phone: _____ Apartment: _____

Email: _____ Date: _____

Car Information:

Make: _____ Model: _____

Color: _____ Year: _____

License Plate #: _____ Owner Name: _____

Driver Name: _____ Driver's DL #: _____

-Bring proof of vehicle insurance with this form-

This parking placard is only valid for the registered vehicle indicated on this form while the vehicle owner resides at University Apartments. If the vehicle owner no longer resides at University Apartments, the contract holder must return the parking placard to the University Apartments Office within 24 hours.

Office Use Only

Form Completed: ____/____/____ Staff Name: _____

Is the Driver listed as a Contract Holder or Registered Guest at University Apartments? _____

Placard ID #: _____ Placard 1 or Placard 2

Does driver's license number on ID card match this form? Yes No

Placard Expiration Date: _____ Insurance Scanned/Uploaded: ____/____/____

Placard Return Date: _____ Staff Name: _____

Removed From Account Date: _____ Updated in Electronic Record: ____/____/____

There is a \$30 fee for lost parking placards

Parking Laws, Rules, Regulations at University Apartments

Please read the following rules carefully: Speed limits on University Apartments streets and parking areas are 15 MPH (miles per hour). Motor vehicles, including motorcycles, must not be driven or parked on lawns and sidewalks around the University Apartments, including Jasper Park in the Brackenridge complex. Yellow curbs, in front of dumpsters and fire hydrants, are “No Parking” areas. Watch for pedestrians in crosswalks. Follow the one-way street signage when posted.

Vehicle Requirements: The license plate registration and State inspection sticker on automobiles, motorcycles, motorbikes, and mopeds must be current for vehicles parked on the University Apartments streets and parking areas. Personal boats, campers, RVs and trailers are not permitted at University Apartments. If you are moving and would like to use a moving truck/pod, please coordinate with your Community Advisor for an approved location in your complex. Trailers used for outside commercial purposes are not allowed in University Apartments. Vehicles parked illegally are subject to towing at the owner’s expense. Abandoned vehicles will be removed in accordance with the University Abandoned Vehicle policy.

Abandoned Vehicles: Your vehicle may be towed if it is identified as an abandoned vehicle, as defined by Texas Traffic Law. An abandoned vehicle is one that has remained more than 48 hours on:

- Public property, is inoperable and more than five years old, or is left in an illegal position or manner.
- Private property without consent of the property owner or person in charge.

Vehicles may also be towed if they:

- Are inoperable
- Do not display valid license plate registration or motor vehicle inspection sticker
- Are wrecked, dismantled, discarded or continuously inoperable for more than 72 consecutive hours on public property or 30 consecutive days on private property.

Cars are sometimes towed following a complaint about the vehicle.

Parking Placards: University Apartments parking placards should be hung from the rear view mirror or placed on the dash of the vehicle where the number is easily seen. Parking placards are available only for contract holders and their registered guests. Each contract holder can register for one parking placard. For an additional placard, the contract holder must complete a separate form requesting the second placard. There is no charge for a parking placard, but if lost or not returned, the fee for the first lost placard is \$30 and for any subsequent lost placards, the cost is \$60. Cars without placards and parked in resident spaces are subject to being towed. Signs are posted at all University Apartments complex entrances notifying all residents and guests that non-permitted vehicles will be towed. Contact information for the towing company is posted in these signs.

Guest Parking: Guest parking spaces are clearly labeled “GUEST” in the complexes. Pay careful attention to directional arrows on the signs. Guests must park only in guest parking spaces to avoid being towed. Vehicles parked in resident parking spaces without a valid parking placard are subject to towing at the owner’s expense.

Short Term Parking: A limited number of temporary short term parking spaces are available in each complex. These spaces may be used for no more than 30 minutes and vehicle flashers must be on at all times. Any vehicle parking for more than 30 minutes and/or without their flashers on in a short term parking space will be subject to towing at the owner’s expense.

Acknowledgement: I acknowledge receipt of the above parking rules and regulations regarding parking and towing at the University Apartments and will inform my guests of these rules. I understand and agree to follow the rules and regulations in this document.

Name of Student Contract Holder

Student Contract Holder Signature

Date

Staff Witness