



# WCI Student Parking Permit Agreement

## **Instructions for students:**

Please read over the full terms and conditions before filling this form. Once you have read all terms and conditions, you should print this page and bring it to the WCI main office. **Ensure that it is signed by a parent/guardian if you are under the age of 18**, as well as have the owner of the vehicle sign if it is someone other than yourself.

Student parking is available at WCI in both the upper, and lower lots off of Hazel Street, opposite to the school. There is no parking fee for current, registered students, and any student bringing a vehicle to school **requires a valid parking pass** for the current school year. Because of its location near the universities, WCI often has unauthorized vehicles using our parking lots, and we want to ensure that our parking space is reserved for our own staff and students.

Students wishing to park a vehicle at school are welcome to do so, provided they follow school rules regarding use of the parking lots. Parking lots are WRDSB private property and as such, all rules that apply at school, also apply in the parking lots. Parking is a privilege, and unsafe, inappropriate, or disrespectful conduct may see a student lose their parking privileges. WCI administration has the final say to make decisions regarding vehicles in the parking lots, including having unauthorized vehicles removed at the owner's expense. Parking passes are renewed each year, so please **return your pass to the main office at the end of June. There is a \$10 fee for replacement parking passes, or passes not returned in June.**

## **Information Regarding Parking:**

- Students cannot park in the lots overnight (between the hours of 11:00 PM and 6:00 AM). This is because the lots need to be plowed in the winter months
- Loud music, unsafe, or disrespectful conduct is not permitted. This includes driving unsafely, unnecessarily using your vehicle's car horn, or using your vehicle improperly
- Incorrect parking (double parking, across horizontal lines etc.) is not permitted
- As parking lots are school property, no smoking, vaping, or use of drugs, and/or alcohol is permitted
- Parking lot space is on a first come, first serve basis
- WCI is not responsible for damage, or lost or stolen items in the parking lot. If you see damage on your vehicle, you should immediately report it to the Waterloo Region Police through the WRPS Collision Centre (online). Students should also report any damage to the main office
- Only one parking pass will be issued per student
- Any other questions should be directed to the main office

By signing below, you are acknowledging that you have read this form thoroughly and understand all information. By requesting a parking permit, and bringing your vehicle to WCI, you acknowledge your own responsibility in keeping the parking pass in the front windshield where it can be seen.

Student Signature (if 18yrs or older): \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone number: \_\_\_\_\_

Name of the vehicle's owner: \_\_\_\_\_

(please print)

Make / Model / Colour / Year of Vehicle(s) \_\_\_\_\_