



Vancouver Campus Parking Permits: Terms & Conditions

APPLICANT INFORMATION

(i) You agree to provide accurate, current, and complete information, including vehicle information, required to purchase a parking permit; you further agree to maintain and update the aforementioned information as required to keep it accurate, current, and complete.

(ii) Applicants for permits must provide the applicant's full name and e-mail address, and, where available, phone number.

(iii) Applicants for permits must provide the make, colour and government issued license plate number (serial number for bicycles) of any and all vehicles to be registered under the permit.

CRITERIA FOR PERMIT QUALIFICATION

(i) Applicants for permits sold to motor vehicles must be licensed to independently drive a motor vehicle in North America or carry an International Driving Permit.

(ii) Applicants must make payment in full of any outstanding fees on account, including parking fees or UBC Traffic Notices associated with the applicant, prior permits and/or the vehicle(s) registered to a permit prior to purchasing a permit.

(iii) UBC Faculty and Staff qualify for Faculty & Staff Permits unless enrolled in UBC credit courses whereby they qualify for Student Permits or, if enrolled as a Graduate Student, they qualify for Graduate Student Permits.

(iv) Undergraduate and Unclassified students enrolled in UBC credit courses qualify for Student Permits unless residing in a residence maintained by UBC Housing & Community Services whereby they qualify for Resident Permits.

(v) Graduate students enrolled in UBC graduate level credit courses qualify for Graduate Student Permits unless residing in a residence maintained by UBC Housing & Community Services whereby they qualify for Resident Permits.

(vi) Retired Faculty granted Emeritus Status by the UBC Senate and Retired Staff that are members of the UBC 25 Year Club qualify for Emeritus/25 Year Club parking privileges.

(vii) Contractors and construction staff working on projects on the UBC campus for greater than 30 days qualify for Contractor status.

(viii) People that volunteer for a UBC department or permanently work at the UBC campus for a company that supports UBC or is positioned on the campus, qualify for Campus Affiliate status.

(ix) Many permits require more specific qualifying criteria than listed in this section; see the permit section of this document for further details.

USAGE RULES

(i) Use of the parking permit is conditioned upon the applicant's prior acceptance of the terms of this agreement.

(ii) You agree that your permit is issued to you, the applicant, as the permit holder and only for the vehicle(s) registered under the corresponding permit. A permit is not transferable to, another person and may only be

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transferred to another registered vehicle.

(iii) You agree that your permit may only be used in one parking facility with one vehicle at any given time. If two or more vehicles are parked at the same time under one permit, all vehicles may be issued a Traffic Notice each in accordance to provision “12(k) Non-Compliance with Permit Conditions” of the UBC Traffic and Parking Rules, as there is no way to determine which vehicle should be assigned the usage of the permit when both are parked at the same time.

(iv) You agree that UBC Parking and Access may restrict permit access to a specific parking facility during special events or facility maintenance; where such access has been restricted UBC Parking and Access Control will make another facility available for you to park your vehicle.

(v) You agree to take responsibility for any vehicle that you attach to your UBC Parking Account and/or UBC parking permit including any traffic notices issued to the vehicle until it is removed from our account.

(vi) You agree that your permit may have a limited number of vehicles associated. Once the maximum number of vehicles is reached, a customer must remove at least one vehicle from the parking permit before adding a replacement vehicle. Registering a vehicle to your UBC parking account will not automatically add the vehicle to the parking permit if the maximum number of vehicles has been reached. The maximum number of vehicles that can be associated to your permit can be viewed in your UBC Parking Account.

PAYMENT METHODS

(i) On-line purchases and payments may be made with Visa and MasterCard; Payroll deduction is available to UBC Faculty and Staff when purchasing certain permits posted during the sales process as being eligible for payroll deduction.

(ii) In-office purchases and payments may be made with Visa, MasterCard, American Express, and Debit. Payroll deduction is available to UBC faculty and Staff when purchasing certain permits posted during the sales process as being eligible for payroll deduction.

AGREEMENT TO PAY

(i) You agree to pay for all products and services purchased on-line or in-office. Where your permit has been used for parking services without payment, UBC Parking & Access will charge any additional amounts (including any taxes and late fees, as applicable) to your parking account.

(ii) UBC Parking & Access reserves the right to change prices and availability of products. Prices and availability of any products are subject to change at any time.

(iii) YOU ACKNOWLEDGE THAT YOUR ELECTRONIC SUBMISSIONS CONSTITUTE YOUR AGREEMENT AND INTENT TO BE BOUND BY AND TO PAY FOR SUCH AGREEMENTS AND TRANSACTIONS. YOUR AGREEMENT AND INTENT TO BE BOUND BY ELECTRONIC SUBMISSIONS APPLIES TO ALL RECORDS RELATING TO ALL TRANSACTIONS YOU ENTER INTO ON THIS SITE, INCLUDING NOTICES OF CANCELLATION, POLICIES, CONTRACTS, AND APPLICATIONS.

THIRD PARTY LIABILITY

Where a third party purchases permits for distribution to more than one driver, they may issue those permits, at no additional cost, however they assume all liability and responsibility for those permits for the duration of their valid term of date.

REFUND/CANCELLATION POLICY

Certain parking permits are refundable with applicable conditions; for further information refer to specific permit section of this document for details.

NOTICES

UBC Parking & Access may send you notice with respect to parking services by sending an email message to the email address listed in your parking account contact information, by sending a letter via postal mail to the contact address listed in your parking account contact information, or by a posting at www.parking.ubc.ca. Notices shall become effective immediately.

PICKING UP A PERMIT NOT REQUIRED

UBC does not issue physical permits, all permit privileges are virtually tied to the vehicle(s) of the permit owner including any temporary vehicles such as rental vehicles.

PENALTIES FOR BREACH

(i) UBC Parking & Access may terminate your rights to any or all parking privileges if:

- a) any information you provide is false, inaccurate or incomplete
- b) you are no longer eligible for the permit
- c) your permit is used by a person other than yourself
- d) your permit is used for a vehicle other than a vehicle registered under the permit
- e) the vehicle registered with the department under the permit is no longer registered or licensed by a government authority responsible for the registration and licensing of Motor Vehicles
- f) department records indicate that the penalties under three or more Traffic Notices issued to the permit holder or in respect of a vehicle registered under the permit are payable and remain unpaid
- g) you use a permit for which you do not qualify
- h) you contravene these terms and conditions

(ii) When the Director cancels a permit the permit holder is not entitled to a refund of the fee paid for the permit.

FACULTY/STAFF PERMITS

UBC Faculty and Staff not registered in UBC credit courses may purchase Faculty/Staff parking permits.

Permits are valid at the facilities specified during the sales process. Faculty/Staff Parking Permits, with the exception of Thunderbird Parkade Only Permit, also allow parking in various Faculty/Staff surface parking lots, identified with signage at the entrance to the lot.

Permits may be purchased for 1, 30 days, an academic term or for 1 year from date of purchase.

Monthly auto-renewal permits can be purchased by having monthly payments deducted through UBC Payroll at the end of the month.

1 and 30 day permits are non-refundable.

Term and Year permits can be returned for a refund of the unused months and for a partial refund of the current calendar month, and are prorated on a weekly basis from each Saturday.

Monthly auto-renewal permits cancelled between the 1st and the 21st of the month will be deducted the equivalent of the number of days the permit was active. When cancelled on the 22nd of the month onwards, a full deduction of the monthly fees will take place.

STUDENT PERMITS

Undergraduate and Unclassified students enrolled in UBC credit courses that are not living in a residence maintained by UBC Student Housing & Community Services may purchase Student parking permits.

Permits are valid for purchase for use in Thunderbird Parkade plus one of the following parkades of choice: Fraser River, Rose Garden, North or West. Availability may be limited.

Permits may be purchased for the Fall/Winter (September through April) academic period.

Fall/Winter permits can be returned for a refund of the unused months and for a partial refund of the current calendar month, and are prorated on a weekly basis from each Saturday.

GRADUATE STUDENT PERMITS

Students enrolled in courses through UBC Faculty of Graduate Studies that are not living in a residence maintained by UBC Student Housing & Community Services may purchase Graduate Student parking permits.

Permits are valid in Fraser River, Rose Garden, North, West and Thunderbird parkades.

Permits may be purchased for 1, 7, 30 day, an academic term or for the annual period September – August.

1, 7, and 30 day permits are non-refundable.

Term and Year permits can be returned for a refund of the unused months and for a partial refund of the current calendar month, and are prorated on a weekly basis from each Saturday.

RESIDENT PERMITS

Undergraduate, Graduate and Unclassified Students residing in a residence maintained by UBC Student Housing & Community Services may purchase 1 (one) permit for any of the following locations on a first come/first served basis:

Marine Drive Lot, Cecil Green Lot, Ritsumeikan Lot, Totem Lot, Vanier Lot, Gage Surface Lot, Thunderbird Underground East, Thunderbird Underground West, Gage Underground, Gage Covered Lot or a One Parkade Permit for either West, Fraser, Rose, North or Thunderbird parkades. Availability is very limited.

Permits may be purchased for Winter Session (Sept -April) or for monthly-renewable permits (when living in Year-Round Housing); permits are sold by waitlist offer only.

The Year-round permits are auto renewed monthly through the payment of a renewal fee, applied to the permit owner's parking account on the 21st day of each month, and due on the last day of each month for the subsequent month. Unpaid renewal fees will result in permit cancellation.

Permits are not refundable.

Winter Session permits can be returned for a refund of the unused months and for a partial refund of the current calendar month and are prorated on a weekly basis from each Saturday.

ACADIA PERMITS

Students living in Acadia Park may purchase monthly resident permits for an Acadia Park zone by requesting a parking zone assignment from parking.support@ubc.ca.

These permits are auto renewed monthly through the payment of a renewal fee, applied to the permit owner's parking account on the 21st day of each month, and due on the last day of each month for the subsequent month.

Unpaid renewal fees will result in permit and parking zone assignment cancellation.

Permits are not refundable.

Students living at Acadia Park are entitled to 7 days of complimentary visitor parking per calendar month for the sole use of a visitor to campus whom does not reside at Acadia Park. Visitor permits may be purchased in 1 day

increments.

EMERITUS/25 YEAR CLUB PERMITS

Retired Faculty granted Emeritus Status by the UBC Senate and Retired Staff that are members of the UBC 25 Year Club qualify for a complimentary Emeritus permit.

The Emeritus permit is valid in Health Sciences, Fraser River, Rose Garden, North, West and Thunderbird parkades. These permits also allow parking in various Faculty/Staff surface parking lots, identified with signage at the entrance to the lot.

Permits are valid from date of sale until such time as the permit holder no longer required the permit.

COMMUNITY PERMITS

Contractors and **construction staff** working on projects on the UBC campus for greater than 30 days may purchase monthly Community Permits.

Permits are valid for purchase for use in Thunderbird Parkade plus one of the following parkades of choice: Fraser River, Rose Garden, North or West. Availability may be limited.

Monthly permits are non-refundable.

Students studying in non-credit courses at UBC for at least a month may purchase monthly Community Permits.

Permits are valid for purchase for use in Thunderbird Parkade plus one of the following parkades of choice: Fraser River, Rose Garden, North or West. Availability may be limited.

Monthly permits are non-refundable.

AFFILIATE PERMITS

People with affiliate status who do not qualify for F/S, Student or Emeritus permits may purchase Affiliate permits.

Permits may be purchased for 1, 7, 30 day, and Year.

1, 7, and 30 day permits are non-refundable.

Year permits can be returned for a refund of the unused months and for a partial refund of the current calendar month, and are prorated on a weekly basis from each Saturday.

MOTORCYCLE PERMITS

All customer groups may purchase a Motorcycle Permit.

Motorcycle permits are valid in specially designated motorcycle areas located in Health Sciences, Fraser River, Rose Garden, North, West and Thunderbird parkades and in specially designated stalls in surface pay and permit lots.

Motorcycle permit may be purchased for increments of 30 days.

UBC Faculty and Staff may purchase Monthly auto-renewal Motorcycle permits by having monthly payments deducted through UBC Payroll at the end of the month.

30 day permits are non-refundable.

BICYCLE CAGE PERMITS

All F/S, students and Campus Affiliates may purchase a complimentary Bicycle Cage Permit.

Bicycle Cage permits are valid in specially designated bike cages, more information can be viewed at <https://planning.ubc.ca/transportation/cycling/bicycle-parking>

Bicycle Cage Permits are valid for up to one calendar year, expiring on April 30th.

CAMPS PERMITS

Parents/guardians of children (14 and under) enrolled in camps on the UBC campus may arrange for a camp-specific pick up/drop off permit for the duration of the camp.

Permits allow for a registered vehicle to park in camp-specific parking locations at drop off time and 15 minutes at pick up time.

Permits are offered to parents/guardians with registered children via email from the camp provider.

CHILD CARE PERMITS

Parents/guardians of children enrolled in UBC Child Care may arrange for a complimentary pick up/drop off permit for the duration of time that the child(ren) is registered in the UBC Child Care program.

Permits allow for a registered vehicle to be parked in any parking stall within a 5 minute walking distance of the child care facility (excepting stalls marked as Accessible or Reserved) for 15 minutes at drop off time and 15 minutes at pick up time; extra time can be arranged for gradual entry times.

Permits are offered to parents/guardians with registered children via email from the Child Care provider.

VARSITY PERMITS

Students on Varsity sports teams may purchase a permit for Thunderbird Stadium Lot.

Varsity students in possession of a Student parkade permit may arrange for a complimentary Stadium permit.

Permits may be purchased for 30 days and are non-refundable.

VOLUNTEER PERMITS

Permits are offered to volunteers that are registered with UBC departments running volunteering programs, based on the criteria of academic need.

Permits can be used only while volunteers are carrying on volunteer work and are valid at their assigned facility.

UBC Faculty & Staff, and UBC Students do not qualify to obtain or use volunteer permits.

SERVICE VEHICLE PERMITS

Commercial Businesses may purchase a Service Vehicle Permit for use on commercial vehicles. To qualify the applicant must apply in writing, to parking.support@ubc.ca and include details of the parking needs.

Service Vehicle permits allow access to UBC Service Areas including time-limited Loading Zones.

Service Vehicle permits are sold on annual basis from October 1st until September 30th.

Service Vehicle permits are non-refundable.

RESERVED STALLS

UBC Faculty & Staff and UBC Departments may purchase a Reserved Parking Stall if inventory is available and upon approval based on operational need. To qualify the applicant must apply in writing, to parking.support@ubc.ca. Priority will be given to applicants whose work requires proximity parking as a function of the work that they perform for the University.

Reserved spaces are sold on annual basis from October 1st until September 30th unless alternate arrangements are made by the Director.

Reserved Parking Stalls are refundable, prorated on a weekly basis from each Saturday.

Reserved parking stall holders may not park in any Reserved stall other than the one assigned for their use; should an allocated space be occupied by an unauthorized vehicle the space holder can park in the closest parkade or Faculty/Staff lot and not at other Reserved stalls. (With the exception of Strangway Reserved Permit holders who should park in any available Strangway Parking Lot pay parking stall.

IONA UNDERGROUND PERMITS

UBC faculty, staff and students (living in UBC residence) may purchase a permit for Iona Underground if stock is available. To qualify, the applicant must apply in writing, to parking.support@ubc.ca.

UBC faculty and staff permits are sold on annual basis from Sep 1st- Aug 31st and student permits are sold for every academic term.

Permits can be returned for a refund of the unused months and for a partial refund of the current calendar month, and are prorated on a weekly basis from each Saturday.

The Iona Underground is a gated facility accessed via a fob which may be obtained through the Access Desk upon payment of a deposit.

ASSIGNED STALLS

UBC Faculty & Staff and UBC Students with a medical need for proximity parking may arrange to have allocated an Assigned Parking Stall if inventory is available. To qualify, the applicant must make arrangements with UBC Centre for Accessibility who will in turn advise UBC Parking and Access as to the applicants qualifying status.

Assigned spaces are allocated throughout the year as required and must be renewed yearly by the assigned parking stall holder through parking.support@ubc.ca.

There is no fee associated with an Assigned stall however a stall holder must have a valid permit as a condition of being allocated an Assigned stall.

Assigned parking stall holders may not park in any Assigned stall other than the one assigned for their use; should an Assigned stall be occupied by another vehicle, the space holder may park in the closest parkade or Faculty/Staff lot as all other Assigned stalls are allocated.