2022-23 PEDESTRIAN ZONE ACCESS/PERMIT APPLICATION

PAGE 1

APPLICANT INFORMATION

Organization/Department name | Person responsible for access card or permit
---|---

Phone | Email

Affiliation

- Vendor
- University dept.
- Faculty/Staff/Student
- Other (specify)

SPONSORING DEPARTMENT (if different from above)

Department name | Department representative
---|---

Phone | Email

I am sponsoring applicant through

(no later than 9/30/23)

VEHICLE OPERATOR INFORMATION (while in Pedestrian Zone)

Driver name* | Contact phone # | University ID #
---|---|---

*NOTE: If more than one driver will be operating the vehicle, please provide a general contact person who can contact all drivers.

ACCESS USAGE INFORMATION

Reason you are requesting access: Building(s) served or project site location:

How long do you need this access?
Start date ___________________ End date ___________________

NOTE: A Service Vehicle Permit is required to park in service vehicle spaces on campus. Please complete a separate Department Permit Application if service vehicle parking is required.

ACCESS TYPE REQUESTED & ACCESS TIMES

- [ ] Annual/Department Access (expires 9/30/23)
- [ ] Construction Access
- [ ] One-Time Delivery/Event Access

How often will access be needed?

- [ ] Daily
- [ ] 2-3 days/week
- [ ] Other (describe):

Access time

- [ ] Mon - Fri: 4 a.m. - midnight
- [ ] After hours (4 p.m. - 6 a.m.)
- [ ] Other times (please specify):
  - [ ] Mon - Sun: 4 a.m. - midnight
  - [ ] 24/7
  - [ ] Weekend only

Earliest arrival time ___________________ Latest departure time ___________________

LOCATION(S) REQUESTED

Bollard access (Bollard safety video agreement required; see page 2)

- [ ] Jane Stanford Way
- [ ] Core Access (White Plaza, Lasuen Mall)
- [ ] Crothers or Via Pueblo
- [ ] Other (please specify) ______________________________

Gate access

- [ ] Duena Gate
- [ ] CERAS Gate

OFFICE USE ONLY

<table>
<thead>
<tr>
<th>Type of access granted</th>
<th>Quantity</th>
<th>ID number(s)</th>
<th>New/Replacement</th>
<th>Valid dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vehicle proximity device</td>
<td></td>
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<tr>
<td>University ID card - Existing, programmed</td>
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<tr>
<td>University Gate card - (Exp. 9/30/2023)</td>
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<tr>
<td>Keypad combo (Exp. date: ________)</td>
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<tr>
<td>Bollard remote (__________)</td>
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<tr>
<td>Hang tag (Exp. 9/30/2023)</td>
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<tr>
<td>Pedestrian Zone Identifier</td>
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</tbody>
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Mail: 415 Broadway, Redwood City, CA 94063-8877 MC: 8877
Email: parkingoperations@stanford.edu Phone: 650.723.9362 Fax: 650.724.8676
transportation.stanford.edu
PEDESTRIAN ZONE ACCESS PROTOCOL

General Rules:
- Only authorized vehicles are permitted to access the Pedestrian Zone.
- Vehicles not displaying a valid PZ or SV permit are subject to citation and/or towing.
- Vehicular access and parking permits are granted / provided by Stanford Transportation.
- All vehicles (including University vehicles) must observe the posted parking and loading time limits.
- University vehicles marked with the Stanford seal on the side need a valid Service Vehicle permit and/or PZ permit to park within the Pedestrian Zone.
- Departments housed in the PZ may receive one free Pedestrian Zone Loading/Unloading permit. These permits allow 20-minute parking within the zone for loading/unloading purposes only.
- “After-Hours Pedestrian Zone” permits are good after 4 p.m. and on weekends, when longer stays are okay, and are available to any department located within the Pedestrian Zone.

During business hours (M-F, 6 a.m. - 4 p.m.), you’ll need one of the following:

- A Service Vehicle permit with a Pedestrian Zone Identifier: We sell virtual (non-physical) Service Vehicle permits linked to your vehicle license plate. The Pedestrian Zone Identifier placard is issued at the discretion of Stanford Transportation. Make sure to display it prominently on your dash or front windshield (driver’s side, lower corner).
- A Pedestrian Zone Loading/Unloading permit: These placards are issued by the Stanford Transportation office and must be displayed on your rear-view mirror or dashboard.

During non-business hours (after 4 p.m. and on weekends), you’ll need a PZ After-Hours permit.

PAYMENT METHOD

☐ Credit Card (Visa, MasterCard, or Discover)
Do NOT fax or mail credit card information. Submit the application, and we will call you for the information.

☐ Project-Task-Award (DEPARTMENT ONLY)
PTA Number
Approver’s
full name
Approver’s
email address

USEFUL INFORMATION

• Departments housed in the PZ may receive one free Pedestrian Zone Loading/Unloading permit. These permits allow 20-minute parking within the zone for loading/unloading purposes only.

PBEEDulfilled/PERMIT APPLICATION

PERMIT TYPE & QTY REQUESTED

<table>
<thead>
<tr>
<th>PERMIT TYPE &amp; QTY REQUESTED</th>
<th>PAYMENT METHOD</th>
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</thead>
<tbody>
<tr>
<td>PZ Identifier (Red placard)</td>
<td>☐ Credit Card (Visa, MasterCard, or Discover)</td>
</tr>
<tr>
<td>PZ 20-Minute Loading (Pink hangtag)</td>
<td>☐ Project-Task-Award (DEPARTMENT ONLY)</td>
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<tr>
<td>PZ After-Hours (Blue hangtag)</td>
<td>☐ Project-Task-Award (DEPARTMENT ONLY)</td>
</tr>
<tr>
<td>SV (Virtual permit) with PZ Identifier</td>
<td>☐ Project-Task-Award (DEPARTMENT ONLY)</td>
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</table>

PLEASE READ AND SIGN:

I certify the above information is true. I agree to the terms stated in the Stanford University Traffic and Parking Code (transportation.stanford.edu/parking/code). I understand that transfer or unauthorized use of access cards or combinations may result in revocation of my access and/or parking privileges. I acknowledge that loss of, or damage to, a gate access card will necessitate payment of a $25 replacement fee. Loss of, or damage to, a bollard remote will cost $50. Loss of, or damage to, a vehicle proximity device will cost $35.

X ___________________________________ SIGNATURE (Stanford supervisor/sponsor) DATE

X ___________________________________ SIGNATURE (Card/Permit holder) DATE

APPROVED BY (Stanford Transportation representative) DATE