



VOLUNTEER PARKING PERMIT FORM

UNIVERSITY TRANSPORTATION AND PARKING SERVICES (UTAPS)
Folsom Hall, 7667 Folsom Blvd, Sacramento, CA 95826
916-278-7275 • parking@csus.edu

A [Volunteer Identification Form](#) must be submitted to and approved by Human Resources before you are eligible to receive a volunteer parking permit. More information on being appointed a volunteer [here](#). Volunteer parking permits are issued each spring, summer and fall semester.

Instructions

1. Complete a new Volunteer Parking Permit Form.
2. Bring the completed form and a valid government ID to the UTAPS office. Office hours are located on our [website](#).
3. A cashier will immediately issue a volunteer permit after verifying your form, ID and volunteer status.

Mailing Option

If you're unable to visit the UTAPS office during regular business hours, mail this completed form to:

UTAPS, 6000 J Street, Sacramento, CA 95819-6076

Volunteer permits requested by mail will not be valid 8AM to 4PM Monday through Friday. If you need to park on campus during these days/times, you must submit your form in person at the UTAPS office.

Volunteer Criteria

- Are you an enrolled Sac State student? Yes No
- Are you a Sac State faculty member, staff, contractor, vendor or consultant? Yes No
- Are you receiving pay or any other compensation from any entity for your time on campus? Yes No
- Are you receiving any type of academic credit from any entity for your time on campus? Yes No

If you do not meet the criteria, you must purchase daily permits. If you receive and use a volunteer permit without meeting the criteria, you will be issued an invoice from campus financial services for the current semester staff parking permit rate. Unpaid invoices will result in state collection activities.

Semester:

Last Name: First Name: Middle Initial:

Email Address: Phone Number:

Mailing Address: Street City Zip Code

Supervisor's Name: Department:

Vehicles

The volunteer permit is only valid with the vehicle(s) listed below. Only two vehicles may be linked to the permit. If you need to change the vehicle(s) linked to your permit, you must update your permit at the UTAPS office.

License Plate: Make: Model: Color:

License Plate: Make: Model: Color:

Signature: _____ Date: _____