



Request for Long-Term Parking

Vehicle Parking-Long Term

Long-term parking on USI parking lots requires the approval of the Director of Public Safety or his designee. The below information must be provided for review prior to approval. A location to park the vehicle will be provided upon approval. Failure to follow this protocol may result in a vehicle being removed from USI property.

Requesting Person _____ US Cell # _____

Requesting Person email _____

Dates vehicle will be on Property _____

Vehicle Make/Model/Color _____

Vehicle License Plate Number/State _____

Vehicle Owner

Copy of Vehicle Registration Provided? Yes No

Copy of Vehicle Proof of Insurance Provided? Yes No

Spare Set of Keys Provided? Yes No

Provided Contact Person Name _____

Provided Contact Person Cell Number _____

Provided Contact Person email _____

Assigned Parking Lot _____

Approval by _____ Date _____

Vehicle Released To: _____ Signature _____
Printed Name

Vehicle Release Date/Time _____