

# Seattle University Employee Virtual Carpool Permit Application and Agreement

Academic Year 2021-2022

Carpool Program Policies: <https://www.seattleu.edu/transportation/parking/carpool/>

If this application is approved, one Carpool Permit will be issued to the carpool leader. The carpool leader is the primary driver of the carpool group and the carpool permit is only valid on the carpool leader's registered vehicle(s) to transport the carpool group to and from campus. If you want to switch carpool leaders, that can be done once a quarter by e-mailing [parkingservices@seattleu.edu](mailto:parkingservices@seattleu.edu).

- Each vehicle must also be registered with Seattle University Public Safety through [seattleu.thepermitstore.com](http://seattleu.thepermitstore.com).
- The Carpool Permit is only valid on the carpool leader's vehicle. Carpool leader may only drive alone with the carpool permit one day each week. There are no additional permits provided nor purchased by the carpool leader.
- Carpool member(s) will purchase **Carpool Supplemental Pay by the Day parking pass** each day their vehicle is parked on campus. Purchase Supplemental passes through [seattleu.thepermitstore.com](http://seattleu.thepermitstore.com)
- All carpool members must live more than one mile's distance from campus.
- Similar work schedules. All carpool members must have reasonably compatible schedules to be considered for carpool. The carpool must travel all trips to and from campus together. Each member of the carpool group may only travel to/from campus as a Single Occupant Vehicle one day each week.
- All members must commute from generally the same area or be along a reasonably direct route commuting to campus. Carpools involving members unreasonably far from one another, on opposite sides of campus, or less than one mile from campus do not serve the purposes of this permit and will not be approved.
- Any parking citations to a registered vehicle must be paid before purchase of a parking permit.
- Carpool teams are responsible to purchase permits prior to the school term or pay for parking by the day until their application is approved.

*All Carpool Members must sign below, certifying that they have read and will abide by Seattle University's Carpool Program Policies. All members of the carpool must be current employees. Students may carpool with employee(s).*

**Carpool Leader's Duties:** The Carpool Leader is responsible for coordinating and purchasing this permit under the Carpool Leader's information. The Carpool Leader will be the primary point of contact for Public Safety.

	Carpool Leader	Carpool Member 2	Carpool Member 3	Carpool Member 4
Name				
SU Dept/Office				
SU ID				
SU E-Mail				
Payroll Deduction Amount				
Residential Address				
City, State, Zip				
Vehicle License Plate Number with State				

**Certifying Statement:** I understand that the carpool leader is the primary driver for the carpool group and the carpool permit is only valid on the carpool leader's registered vehicle. Carpool partners will purchase Carpool Supplemental Pay by the Day permits for parking their vehicle on campus. I acknowledge that improper use of this pass may subject me to the loss of parking privileges and/or student conduct referral. I have provided true and accurate information to the Department of Public Safety.

**Carpool Leader's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**2nd Carpool Member's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**3rd Carpool Member's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**4th Carpool Member's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_