

Afternoon Permit Policy

Definition & Purpose

Afternoon parking permits grant parking access in specific lots on campus before the end of a “standard” first shift workday. This policy defines the proper use of afternoon permits. All faculty, staff, students, and visitors are required to pay for parking when using a controlled garage or lot on campus.

Policy

- Afternoon permits are valid from 2 p.m. to 7 a.m. Monday through Friday and all day Saturday and Sunday in Lots 7, 16, 17, 20, 29, 34, 36, 62, 76, and 83.
- Lot 75 afternoon permits are only valid from 2 p.m. to 8 a.m. Monday through Friday and all day Saturday and Sunday. These permits are valid only in Lot 75. (See restrictions listed below.)
- Afternoon permits are valid after 4:30 p.m. and until 7 a.m. Monday through Friday and all day Saturday and Sunday in Lots 5, 8, 9, 10, 11, 12, 13, 18, 21, 22, 30, 33, 44, 51, 69, 78, 81, 85, 91 and 92. (See restrictions listed below.)
- Afternoon permits may not be transferred or sold.
- Afternoon permits must be properly displayed and correct license plate numbers must be on file with UW Transportation Services.
- Permit holder is responsible for using permit to enter gated lots. UW Transportation Services collects information from the gate system and staff is not authorized to raise the gate for customers except on those occasions where the gate system is malfunctioning.
- The permit must be hung from the vehicle’s rearview mirror or displayed in a plastic pouch on the inside lower left-hand corner of the windshield. Remove all items from the mirror or window that block view of the permit. The full permit must be visible when the vehicle is parked on campus.

Restrictions

- Snow removal restriction for the period beginning November 15 through March 15:
 1. No on street parking from 2 - 6 a.m.
 2. Overnight parking is restricted to designated areas on campus
 3. Refer to transportation.wisc.edu for updated parking restrictions for snow removal
- Permits are not valid in restricted areas, such as: fire lanes, timed parking stalls, reserved stalls, disabled stalls without a state DOT permit, disabled stall access aisles, loading zones, construction areas, sidewalks, driveways and grass areas. Unless otherwise noted, those parking with permits in restricted areas may be subject to citation or tow at the owner’s expense.
- Transportation Services has the right to reserve lots/ramps for event parking on campus. Parking may be sold in advance or at the lot entrance on a first come basis. Permit holders may be relocated. Lots restricted for an event will be posted at the lot entrance and/or at transportation.wisc.edu.
- Transportation Services has the authority to close a lot for construction, maintenance or safety issues. Permit holders will be notified in advance of lot closures, whenever possible. Permit holders may be relocated at any time.

- If your assigned lot is full, park in a permit stall in the next closest non-gated lot. You must immediately report to UW Transportation Services which lot is full, your vehicle information and the reason for relocating.
- Vehicles may not be stored (parked without moving) for more than 72 hours without permission from Transportation Services. Stored vehicles are subject to citation or tow at the owner's expense.
- The permit holder is responsible for returning their permit, along with the cancellation form, to notify Transportation Services when employment is terminated and/or the annual parking assignment is no longer needed. The permit holder will be charged for each day the permit is assigned to them. Refunds or payroll deduction cancellations will not be processed until the permit is returned to Transportation Services.
- Permit holders may only park one vehicle with a permit on campus at a time.
- You must pay all citations and other unpaid fees due to Transportation Services before applying for or accepting a permit assignment.
- Report lost/stolen permits or passes to Transportation Services immediately. Customers may be assessed a fee for replacing lost or stolen permits.
- Vehicles using altered or counterfeit permits are subject to ticket and tow.
- Failure to follow UW Transportation Services policies may result in revoked parking privileges.

Related References

- Lot Enforcement Policy
- Payment/Refund/Cancellation Policy
- Permit rates available on Transportation Services website

Policy Information:

Policy Number	TS – 58
Date Approved	4/2010
Revision Date	<p>6/2011 – Pilot program</p> <p>3/2012 – Update lot restrictions for permit</p> <p>3/2013 – Lot added, lots 79 & 95 removed</p> <p>2/2014 – Access to garages changed from 2:30 pm to 2:00 pm due to congestion and access problems.</p> <p>9/2015 – Remove Lot 74</p> <p>3/2018 – Added Lot 16 and updated other lots where permit is valid; added Lot 75 afternoon permit information; updated restrictions section</p>