

Press Parking Policy

Definition & Purpose

Transportation Services will provide subsidized parking options for University Communications to meet the needs of media personnel who visit campus to provide UW news coverage. Options include:

1. Press permit
2. Validations
3. Value permits

Policy

- All permits and validations will be assigned to University Communications.
- University Communications will distribute permits or validations to local or state media who need to visit campus to provide UW news coverage.
- University Communications will determine the appropriate parking option based on the number of visits made to campus each year and the nature of the visits to campus.
- University Communications will maintain and provide Transportation Services with a list of customers who receive the permits or value passes. Each permit or value pass will be assigned to a specific individual who will be responsible for the permit or for others who share in the use of the permit.
- Press permits are valid in permit or timed parking stalls on campus.
- 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.
- Guests who would like to purchase more permits or passes than allocated by University Communications will be offered the opportunity to purchase additional parking on campus.

Restrictions

- Press permits or passes are subsidized by UW Transportation Services and cannot be used for any purpose (or by any other individual) other than official news coverage as approved and issued by University Communications. Violation of this restriction will result in automatic loss of the permit/pass.
- Press 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. Lots restricted for an event will be posted at the lot entrance and/or at transportation.wisc.edu.
- Value permits are available in select surface lot and gated lot locations. Validations are restricted to parking stalls in visitor garages only.
- 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.

Related References

- UW System All-Campus Permit Policy
- Citation Policy

Policy Information:

Policy Number	TS-59
Date Approved	3/2000
Revision Dates	3/2013 – Create separate policies for Government & Press permits 3/2018 – Meter language changed to timed parking