

SEATTLE COLLEGE DISTRICT
FACULTY/STAFF QUARTERLY TRANSPORTATION APPLICATION

PART 1

The quarterly payment application for a parking permit or an ORCA transit card is available to quarterly and temporary employees, including hourly staff and part-time faculty. Please complete this form, obtain authorization from your program administrator, and pay for your pass at the Campus Cashier.

Employee transportation benefits are available to employees only. AS AN EMPLOYEE, IF YOU ARE ALSO CURRENTLY A STUDENT, ENROLLING FOR MORE THAN 6 CREDITS, you are NOT eligible for the Employee Transportation Program. Please apply for a parking or bus pass through the Student Transportation Program.

NAME _____ EMPLOYEE ID _____
Last First MI

DIV./DEPT. _____ MAILSTOP _____ PHONE (W) _____

PART 2

QUARTER (check one) FALL _____ WINTER _____ SPRING _____ SUMMER _____ YEAR _____

PARKING REQUEST REGULAR _____

- Regular parking fee is based on the percentage of employment.
- In addition to the parking fee, the TMP fee of \$10 per quarter is charged.

ORCA (BUS PASS) REQUEST _____ TMP FEE ONLY (FOR OTHER COMMUTER BENEFITS) _____

- ORCA fee is a flat \$51 per quarter.
- The TMP fee of \$10 per quarter is charged on top of the ORCA fee.

PART 3

TERMS AND CONDITIONS

My signature below indicates that I will agree to abide by all the terms of the Seattle College District Transportation Policy. I acknowledge that all permits, passes, and benefits received from The Seattle Colleges are NOT transferable. I further understand that any misuse or abuse of the transportation program could lead to impoundment of my vehicle, suspension of transportation privileges, and/or ultimately termination of my participation in the program.

SIGNATURE _____ DATE _____

PART 4

DEPARTMENT/DIVISION AUTHORIZATION

While we value the services of our student employees, transportation resources are limited in terms of both parking and bus passes. Student employees are NOT eligible to participate in the Employee Transportation Program. All student employees (job class AM & AP) must sign up for parking and bus pass through the Student Transportation Program.

The above employee is a (check one) FACULTY ____ / STAFF ____ working at _____% of fulltime

ADMINISTRATOR'S SIGNATURE _____ DATE _____

CASHIER USE ONLY

PARKING FEE _____ (requires \$10 TMP fee) PARKING # _____

ORCA FEE _____ (requires \$10 TMP fee for all ORCA purchase) ORCA # _____

TMP FEE ONLY _____ PARKING VOUCHER # _____