

Departmental Application
For Loading Zone Permit

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- Definition: Permit issued to departments to facilitate short-term loading and unloading needs.
 - Eligibility: Department heads may request one no charge permit for departmental use. Additional permits are available for purchase at \$ 25.00 annually.
 - Operation: Authorizes access to designated 30-minute time limited loading and unloading spaces. Allows long-term parking by state licensed vehicles on the Hillsborough Square and the top level of Dan Allen Deck only.
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Date: Department: Campus Box:

Contact Individual: Phone:

Department Head requesting 1 free load-unload permit: Yes No

Number of any additional load-unload permits requested

Project code to charge for additional permits:

Requesting Department Head's name:

Requesting Department Head's Signature _____

**Return completed form to: Parking Services Manager
Campus Box 7221
Raleigh, NC 27695-7221
(Fax 919-515-7650) Please allow 3 business days for reply.**

The below is to be completed by Transportation department personnel

Approved: _____ Denied: _____

Parking Services Manager
Assistant Director Parking Services