



2009 UniPark Handbook

Table of Contents

HOW TO AVOID A PARKING INFRINGEMENT	4-5
<ul style="list-style-type: none">• How to Display your Parking Permit• Change of Windscreen / Registration	
Student Parking	6-11
<ul style="list-style-type: none">• CAR POOLING FOR STUDENTS• FIRST YEAR STUDENTS• Transport Advice• How do I cancel my parking permit• Student car pooling parking• How to apply for a Parking Permit	
Staff Parking	12-15
<ul style="list-style-type: none">• STAFF PARKING• CAR POOLING FOR STAFF• HOW TO OBTAIN A PARKING PERMIT• HOW TO CANCEL A STAFF PARKING PERMIT• CASUAL, TEMPORARY OR FROM AN EMPLOYMENT AGENCY• STAFF BOOK OF 10 ONE DAY PERMITS• STAFF EMPLOYED BY COMMERCIAL ENTERPRISES ON CAMPUS	
Parking Authority Permit	16-19
<ul style="list-style-type: none">• GENERAL INFORMATION CONCERNING ALL PARKING AUTHORITY PERMIT HOLDERS• SERVICE PERSONNEL/CONSULTANTS/CONTRACTORS• INTERNAL CONTRACTOR• EXTERNAL CONTRACTOR• UNIVERSITY VEHICLES• CRESTED UNIVERSITY VEHICLES• UNMARKED UNIVERSITY VEHICLES• OFF CAMPUS UWA STAFF• DEPARTMENTAL PARKING AUTHORITY PERMITS• SHORT TERM ACCESSIBLE PARKING AUTHORITY PERMIT• ADJUNCT PROFESSORS/HONORARY RESEARCH FELLOWS• VOLUNTEERS AND REPRESENTATIVES FROM CHARITABLE ORGANISATIONS• OTHERS	
Special Permits	20-21
<ul style="list-style-type: none">• ACCESSIBLE PARKING PERMITS• OFFICIAL BUSINESS PERMITS• Visiting Lecturers and Guests• RESERVED BAY PERMITS• NEW STAFF PARKING PERMITS	

Parking Areas

22-24

- PARKING SIGNS
- MARKED BAYS
- PERMIT AREAS
- PAY PARKING
- BICYCLES and MOTORCYCLES
- RESERVED BAYS
- SERVICE BAYS
- INNER CAMPUS SITES
- ACCESSIBLE BAYS
- NO STOPPING AREA
- VERGES, GARDENS and PATHWAYS
- AFTER HOURS
- PUBLIC HOLIDAYS AND VACATIONS
- PUBLIC HOLIDAYS
- VACATIONS
- SPEED LIMIT
- LEGS RULE ON CAMPUS
- LIABILITY

Special Parking Arrangements

25-28

- BUS PARKING
- CONFERENCE PARKING
- DAYTIME: DURING UNIVERSITY SEMESTERS
- DAYTIME: DURING UNIVERSITY VACATIONS
- VACATIONS
- EVENINGS AND WEEKENDS
- PUBLIC HOLIDAY PARKING
- PUBLIC HOLIDAYS
- RECIPROCAL PARKING
- PARKING
- PERTH INTERNATIONAL ARTS FESTIVAL
- PARKING INFRINGEMENTS
- EVENING AND WEEKENDS
- THEATRES PARKING
- EVENINGS AND WEEKENDS
- ACCESSIBLE PARKING

Parking Fines

29-30

- Parking Infringements
- PARKING FINES
- PAYMENT OF PARKING INFRINGEMENTS
- APPEALS

Temporary Parking Permit

31-32

- Temporary Parking Permits
- PROCEDURES FOR APPLYING FOR A TEMPORARY PARKING PERMIT UTILISING THE WEB

IMPORTANT NOTE:

- **A PARKING PERMIT DOES NOT GUARANTEE A PARKING BAY.**
- **NOTES ON VEHICLES ARE NOT ACCEPTED.**
- **IT IS IN YOUR OWN INTEREST TO READ ALL SIGNAGE.**
- **TEMPORARY PERMITS ARE AVAILABLE.**

There is considerable pressure on parking resources. It may only be possible to find a parking space by coming in early, being prepared to wait or being prepared to walk. Money placed in a TICKET machine before 8.00am will issue a ticket timed to start at 8.00am.

The University of Western Australia is well serviced with Public Transport. Please check with Transperth for current information – 13 62 13.

HOW TO AVOID A PARKING INFRINGEMENT

Display your parking permit according to the instructions given with the parking permit. Your permit is not valid unless it is correctly displayed.

Display your ticket from the ticket vending machine on your dash so it can be clearly seen from the outside of the vehicle. For a ticket to be valid please ensure that it is face up and that it has not moved out of view.

Park within the marked boundaries of a parking bay.
Park only in the area designated by your parking permit. If you have to go to a pay and display parking area you must purchase a ticket and display it correctly.
Do not park on the verge, grass areas, roads or pathways at any time.

If you are not driving your normal vehicle you must obtain a temporary parking permit from the UniPark office or from the web: www.parking.admin.uwa.edu.au/Unipark/temppermits.htm If you have large heavy equipment to pick up or drop off that requires you to have closer access to a building please contact UniPark (6488 3020).

Reciprocal Parking – The University of Western Australia DOES NOT have reciprocal parking arrangements with other Universities.

Note: If you are unsure about anything concerning parking at The University of Western Australia please contact the UniPark Office on 6488 3020.

How to Display your Parking Permit

Do I have to display my parking permit in any particular way?

Yes. For your permit to be valid it must be fully affixed to the vehicle's lower left hand corner of the windscreen using the self adhesive on the permit. No other method of affixing the permit is accepted. Temporary Permits must be placed on the dashboard so that all details are clearly visible from outside the vehicle.

Change of Windscreen / Registration

What happens if my windscreen is broken or I replace my vehicle?

You can replace your parking permit if the windscreen has been shattered the vehicle plates have been changed, the vehicle has been sold or destroyed in an accident, or the permit has been lost. Documentary evidence of accident or repair may be required.

The old permit must be removed from the windscreen and returned to the UniPark Office. If the old permit is not returned or the permit has been lost, an administration fee of \$11.00 will be charged and a statement as to its whereabouts must be given.

What happens if I change my vehicle registration or the parking permit is damaged?

Your parking permit is issued for a specific vehicle. Please return your parking permit to the UniPark Office if you have changed your vehicle registration number or the parking permit is damaged. A new permit will be issued. A vehicle with a registration number other than that for which a permit has been issued will incur an infringement.

Student Parking

Please Note: A parking permit does **not** guarantee a parking bay.
Notes on windscreens are **not** acceptable.

I am a full time UWA student. Am I entitled to a UWA student parking permit?

If you are a confirmed enrolled Full Time student who have completed 48 points in a Degree program, as indicated by SIMS, you may be able to obtain a parking permit.

If you have not completed 48 points of study, you are generally not entitled to a parking permit. If you are a graduate of a University, you may apply for a permit, but you will need to provide evidence of your previous degree.

If you live in any of the following postcode areas you are not eligible for a Student parking permit:

6000	Perth City	6014	Jolimont, Wembley, Floreat
6003	Highgate, Northbridge	6018	Churchlands, Woodlands
6004	East Perth	6021	Stirling
6005	West Perth	6050	Menora, Coolbinia, Mt Lawley
6006	North Perth	6100	Victoria Park, Lathlain
6007	Leederville	6101	East Victoria Park
6008	Subiaco, Shenton Park, Daglish	6107	Cannington
6009	Nedlands, Crawley, Dalkeith	6158	East Fremantle
6010	Swanbourne, Karrakatta, Claremont, Mount Claremont	6159	North Fremantle
6011	Cottesloe, Peppermint Grove	6162	White Gum Valley, South Fremantle
6012	Mosman Park		

I am a part time UWA student. Am I entitled to a UWA student parking permit?

Part Time students who have completed 48 points in a Degree programme, as indicated by SIMS, may obtain a parking permit.

Part Time students who are graduates of this or another University may apply for a permit.

If I have a student parking permit where can I park?

If you have a student parking permit you may park in the student parking permit areas displaying a YELLOW parking sign (car parks 1, 4, 8, 9, 14, 21 (upper), 31, 35 and 37). Please remember a parking permit does not guarantee you a parking bay.

Where can I park if all the student parking areas are full?

You may park in Short or Long Term Pay and Display Parking areas. Please remember to purchase and display a ticket from the vending machine. Tickets must be displayed face up on the dashboard. **Please observe the time limits.**

What is the cost of a student parking permit?

Refer to the section on "What is the Cost of a Parking Permit?" for details.

Is there anything available that gives me a better chance at obtaining a parking bay?

Yes. You could try car pooling. Please see the Student Car Pooling section for more details

CAR POOLING FOR STUDENTS

What is Car Pooling?

Car pooling is sharing your transport with other students to reduce parking costs and petrol consumption. It is environmental, socially and economically friendly. Plus you have an area set aside which gives you more chance of a parking bay.

UWA provides a [carpooling website](#) to help you find people to share a ride with. UWA offers a more formal carpooling permit, please see below for more information.

Am I eligible for a Car Pooling Permit?

If you are eligible for a Yellow student parking permit, you are eligible for a Car Pooling Permit. You cannot have a student Car Pooling Permit and a Yellow student parking permit.

I am a First Year Student, can I Car Pool?

Yes, first year students may join a car pooling group, providing there are 3 or more members in the group that are eligible for a Yellow student parking permit. The minimum number of students on a car Pooling group is 3 and the maximum is 5.

Where can I find people to carpool with?

Try UWA's [carpooling website](#)

Does every person in the Car Pool group need to have a vehicle?

No, it is not essential that every person in the group has a vehicle.

What is the cost of Car Pooling?

Refer to the section on "What is the cost of a Parking Permit?" for details. The full amount must be paid (no split payments) when applying for a permit.

Does everyone in the group have a permit?

No, only those people in the group with a vehicle will be issued with a Student Car Pooling permit. The permit must be fully affixed to each vehicle's lower left hand corner of the windscreen using the self adhesive on the permit. No other method of affixing the permit is accepted.

Where is the Car Pooling area?

The Student Car Pooling area is located on the South Portion of Car Park 14 (Engineering). The University may at all times use its discretion in relation to the siting of Student Car Pooling areas.

What happens if two vehicles from the Car Pooling Group are parked in the Student Car Pooling Area?

If more than one vehicle from a Car Pooling group is found in the Car Pooling area at the same time, each vehicle will be issued with an infringement.

What happens if all the car pooling bays are occupied?

If all car pooling bays are **occupied** you may park in a Short or Long Term Pay and Display parking area after purchasing and displaying a ticket.

FIRST YEAR STUDENTS Transport Advice

I am a first year student. Am I entitled to a parking permit?

There are a limited number of car bays on campus for students, staff, and visitors. Students in their first academic year of a Degree programme, as indicated by the Student Record System, are not eligible for a Yellow student parking permit unless you are a graduate of a University. Please observe the parking regulations so that you do not incur a parking fine. Parking fines range from \$45.00 to \$90.00.

How can I get to UWA?

Full Time students may obtain reduced fares on buses and trains by affixing a 2009 Transperth Tertiary Concession Sticker to their Student ID Card. Concession Stickers are available from Student Administration in Hackett Hall.

Transperth have an Online Journey Planner (<http://www.transperth.wa.gov.au>) to help you plan your journey.

As a guide the following Transperth services will get you to UWA.

Connections to train services

Catch the train from north of the city to Stirling station, catch the CIRCLE ROUTE BUS – No. 98 at the station and travel to campus (stops at front entrance of University)

Travel on the Fremantle Midland line through to Subiaco and catch the SUBIACO SHUTTLE BUS – No. 97 at the station, which stops in Fairway next to the campus.

Catch the train into the city, walk to Wellington Street bus station or Bus Port and catch the NO. 23, 78, 79, 102 and 107 to the campus.

Bus Services

23

East Perth City Bus Port - Mounts Bay Road - Hackett Drive – UWA - Claremont and return.

24

St George's Terrace – Kings Park Rd - Thomas Street – Nicholson Rd - QE II Medical Centre - Monash Avenue - Hampden Road – UWA - Claremont and return

78 University Bus

Wellington Street Bus Station – City Bus Port - Mounts Bay Road - UWA and return (stops at front entrance of University)

79 University Bus

Wellington Street Bus Station – City Bus Port - Mounts Bay Road - UWA – Hampden Road – QE II Medical Centre

97 Subiaco Shuttle

Subiaco train station – Rokeby Road – Nicholson Rd - QEII Medical Centre - Hampden Road - UWA (stops at Fairway near Car Park 17).

98 - 99 Circle Route

Stops at the front entrance of the University

Travels in a circle outside the city to major University campuses, hospitals and shopping centres. Links to Stirling train station and travels via Pearson and Selby Streets to QEII Medical Centre along Winthrop Avenue to the Campus. The 98 - 99 Circle Route services the following suburbs en route: Stirling, Balcatta, Innaloo, Floreat, Wembley, Jolimont, Daglish, Subiaco, Shenton Park and Karrakatta.

102 - 107

Wellington Street Bus Station - City Bus Port - Mounts Bay Road - UWA - Fremantle and return.

103

St George's Terrace - Kings Park Road - Thomas Street - QE II Medical Centre - Hampden Road - UWA - Stirling Hwy - Fremantle and return

NOTE: For further information see Transperth web site (www.transperth.com.au)

I am a First Year student, can I car pool?

Yes, if there are three other students who are eligible for a student parking permit, you may join a Car Pooling group. (Refer to Student Car Pooling section)

If I bring a vehicle to University is there anywhere I can park?

If there is a need for you to bring a vehicle to University there are Long and Short Term Pay and Display parking areas. These parking areas are located at:

Long Term Pay and Display Parking Areas – 8:00am to 5:00pm - Car Parks 9, 17, 23, 25, 31, 33 and 35.

Short Term Pay and Display Parking Areas – 8:00am to 5:00pm - Car Parks 1, 3, 4, 20 and 37.

There is also pay parking on the surrounding roads. The local councils control these areas. For further information please contact the relevant council. Depending on where you park the area could be controlled by either the City of Subiaco, City of Perth or City of Nedlands.

If I bring a vehicle to University after hours where can I park?

Parking on campus is free after 5:00pm and before 8:00am weekdays and all day on weekends. For security reasons you are encouraged to move your vehicle to a parking bay close to the building. Please do not park in Reserved, Disabled and Service bays.

How do I cancel my parking permit

If I return my parking permit am I entitled to a refund?

Yes, if you have paid for a full year student parking permit you may apply for a refund. Permits returned by the **19 June 2009** may receive a 50% refund. No refund will be given after **19 June 2009**.

Note: you must return your parking permit.

Student car pooling parking

If I return my parking permit am I entitled to a refund?

Yes, if you have paid for a full year Car Pooling student parking permit you may apply for a refund. Permits returned by the **19 June 2009** may receive a 50% refund. No refund will be given after **19 June 2009**.

Note: All people in the group must return their parking permit.

How to apply for a Parking Permit

How do I apply for a student parking permit?

In 2009 you can apply for a yellow student parking permit via Student Connect or by attending the UniPark Office.

If you wish to apply for an exemption please email

ParkingPermit@uwa.edu.au

Providing the following details:

- Student Number
- Home Address
- Enrolment Details
- Reason for seeking exemption

If you have any enquiries please contact UniPark on 6488 1229 or 6488 7184 during office hours. (Monday - Thursday 9.00am - 4.00pm and Friday 9.00am - 1.00pm)

If applying in person at the UniPark Office, please take the following to UniPark:

- 2009 Student ID Card
- You will also need to know the vehicle make, model and registration number.

Students will only be eligible for one parking permit.

If you are unable to apply in person then you may nominate someone to apply on your behalf. You must supply the nominated person with a signed letter authorising them to apply on your behalf. They will need your current 2009 Student ID Card and vehicle make, model and registration number.

How do I apply for a Car Pooling permit?

If you intend to form a Car Pooling group you and the rest of the group need to apply for a permit in person at the UniPark Office. Please take the following to UniPark:

- 2009 Student ID card (for each person on the group).
- You will also need to know the vehicle make, model and registration numbers for each vehicle in the group.

If you are unable to apply in person then you may nominate someone to apply on your behalf. You must supply the nominated person with a signed letter authorising them to apply on your behalf. They will need your current 2009 Student ID card and vehicle make, model and registration number.

When can we apply for a Student Parking Permit?

Student parking permits, except Student Car pooling, can be purchased on the web, via STUDENT connect, from 27 January 2009. UniPark will post permits purchased on the web to your contact address.

Permits will be available from UniPark from **2 February 2009**. You are encouraged to apply prior to the beginning of semester as long delays may occur. Semester 2 permits are available from **8 July 2009**.

Staff Parking

Please Note: A parking permit does **not** guarantee a parking bay.
Notes on windscreens are **not** acceptable.

STAFF PARKING

I am a University of Western Australia staff member. Am I eligible to apply for a parking permit?

Only ongoing and fixed term full time and part time staff, as defined by the Human Resources System, may apply for a Red permit.

Ongoing and fixed term staff who are also students may not obtain a student parking permit.

Full Time and Part Time students who are also PART TIME STAFF may apply for a STUDENT parking permit. A person may not have both a Student and Staff parking permit.

I am a new UWA salaried staff member, what can I do about parking?

If your appointment is ongoing or fixed term, your Head of Department or Administrative Secretary can issue you with a complimentary New Staff Parking Permit, which is valid for **FIVE CONSECUTIVE WORKING DAYS** only.

Please ensure that all the details are completed in ink. Please display the permit on the dash of your vehicle so that the details can be seen from outside of the vehicle.

The New Staff Parking Permit entitles you to park in Red permit areas **only**. It does not entitle you to park in Pay and Display Parking areas, Yellow student areas, Service, Disabled or Reserved bays.

If I have a staff parking permit where can I park?

If you have a staff parking permit you may park in RED permit parking areas in car parks 1 - 4, 6-10, 14-15, 18-20, 21(lower level only), 24-27, 29-31, 33-34, 37, 40 (Cardex Card enabled) and 41.

Where can I park if all the staff parking permit areas are full?

You may park in Short or Long Term Pay and Display Parking areas. Please remember to purchase and display a ticket from the vending machine.

Is there anything available that will guarantee a parking bay?

Yes. You could try car pooling, please see the Staff Car Pooling section for more details.

CAR POOLING FOR STAFF

What is car pooling?

Car Pooling is sharing your transport with other staff to reduce parking costs and petrol consumption. It is environmentally, socially and economically friendly.

UWA provides a [carpooling website](#) to help you find people to share a ride with. UWA offers a more formal carpooling permit, please see below for more information.

Who can apply for a car pooling permit?

Staff who are eligible for a University of Western Australia parking permit may apply for staff car pooling.

How many people must be in a car pooling group?

The minimum number of staff in a Car Pooling group is two. There is no maximum number.

What is the cost of car pooling as compared to my normal parking permit?

Refer to the Section on "What is the cost of a Parking Permit?" for details. Payroll deductions for parking on 2007 will automatically roll over into 2009 unless you complete a CANCELLATION OF PAYROLL AUTHORITY, which is available from UniPark. Payroll deductions are automatically cancelled when you resign from the University.

Where can I park?

A Car Pooling permit is issued for a car park and bay for the exclusive use of the permit holders between 8:00am and 5:00pm Monday to Friday. An area will be set aside in the existing area of any of the Staff Car Parking areas.

Where can I find people to carpool with?

Try UWA's [carpooling website](#)

What happens if the vehicle the group brings in on a particular day does not have a permit?

If the car pooling group brings a different vehicle to UWA, the group must obtain a **Temporary Parking Permit**. If you put the permit on another vehicle other than the registered vehicle you will be issued an infringement and the permit will be cancelled.

What happens if for some reason there is a need to drive more than one vehicle on to campus?

Staff Book of 10 One Day Permits can be purchased from the UniPark Office that entitles the holder to park in red staff permit areas. These vouchers are to be used when there is a special need for one person of the group to bring an additional vehicle onto campus. Refer to the section on "What is the cost of a parking permit?" for details.

Are there any further conditions I need to know about car pooling?

The nominated Car Pooling vehicle for a particular day must be parked in the specified area and must display the appropriate Car Pooling permit.

Car Pooling permit holders may park in Long or Short Term Pay Parking, but are required to purchase and display a ticket from the ticket vending machine.

If you change your vehicle please remove the permit and come to the UniPark Office and get a replacement parking permit.

If you lose your permit, a replacement can be obtained for \$11.00 from the UniPark office. Car Pooling permits are not transferable from one person or vehicle to another.

HOW TO OBTAIN A PARKING PERMIT

How do I obtain a staff parking permit?

Providing your appointment is on the Human Resources system, you may come to the UniPark Office during office hours and obtain a parking permit.

All you need is your:

- staff number, and
- vehicle details.

Ongoing University of Western Australia staff who have a current parking permit, paid via payroll deduction will automatically receive their new parking permit each year.

Please check the information, if details are incorrect please make adjustments and return the permit to UniPark.

How can I apply for a car pooling permit?

After you have formed your group please come to the UniPark Office with the rest of your group and return your current red parking permit. For 2009 you will be able to apply and collect your Car Pooling Permit after the 12 January 2009.

Each person in the group with a vehicle will be issued with a Car Pooling permit.

All you need is your:

- staff number, and
- vehicle details.

Ongoing University of Western Australia staff who have a current parking permit, paid via payroll deduction will automatically receive their new parking permit each year.

Please check the information. If details are incorrect please make adjustments and return the permit to UniPark.

Salary Packaging your Staff Parking Permit

University of Western Australia staff requiring a 2009 car pooling parking permit must pay for their permit via payroll deduction. Salary packaging your parking permit is available (contact the Co-ordinator, Salary Packaging on 6488 7186).

HOW TO CANCEL A STAFF PARKING PERMIT

Can I cancel my parking permit?

Yes, you can cancel your parking permit for the following reasons:

- Staff who resign or retire from the University automatically have their deductions stopped on their final pay day.
- Staff who no longer have a requirement for a parking permit may apply to have their parking payroll deduction cancelled.
- Staff who are on leave, long service leave, study leave etc for a consecutive period of 3 months or more, may also apply to have their parking payroll deduction cancelled.

Before your salary deduction is cancelled you must return to UniPark your parking permit and a completed Cancellation of Payroll Authority form. The University does not back date any cancellation of parking payroll deduction.

Cancellation of Payroll Authority from web address:

http://www.hr.uwa.edu.au/data/page/9531/Parking_Deduction_Cancellation.pdf

The form is then processed to Human Resources who will action it from the next available pay.

Note:

- A person cannot re-apply for a parking permit within 4 months of cancellation.
- For car pooling, all people in the group must return their permits.

CASUAL, TEMPORARY OR FROM AN EMPLOYMENT AGENCY

What happens if I am employed as a casual or temporary or from an employment agency?

Casual, temporary and employment agency personnel are **NOT** eligible for a parking permit but may park in the following areas after purchasing and displaying a ticket:

Long Term Pay and Display Parking Areas - 8:00am to 5:00pm

- Car parks 9, 17, 23, 25, 31, 33 and 35.

Short Term Pay and Display Parking Areas - 8:00am to 5:00pm

- Car parks 1, 3, 4, 20 and 37.

STAFF BOOK OF 10 ONE DAY PERMITS

I use an alternative mode of transport to come to university but occasionally may need to bring a vehicle to work. What can I do?

If you are eligible for a staff parking permit, you may purchase a book of 10 One Day parking permits, cost \$27.50.

The **DATE** on the One Day Permit being used must be crossed out in ink in order for the permit to be valid. One Day permits may be used in Red staff permit areas only and must be displayed face upwards on the dashboard of the vehicle.

If you are not eligible for a parking permit you may park in the Long Term or Short Term Pay and Display areas. Please remember to purchase and display the ticket from the vending machine.

STAFF EMPLOYED BY COMMERCIAL ENTERPRISES ON CAMPUS

I am employed by one of the commercial enterprises on campus (eg Book Shop, Pharmacy), am I eligible to purchase a parking permit?

Providing your employment is ongoing or fixed term, and not a casual or temporary appointment, or from an employment agency you are eligible to apply for a parking permit.

One of the commercial enterprises employs me on campus and I am eligible, how much will the parking permit cost?

Refer to the section on "What is the Cost of a parking permit?" for details. Full payment is required at the time of obtaining a parking permit.

If you are employed on a short term contract, you may purchase a parking permit in periods of two months, again refer to the section "What is the Cost of a Parking Permit?" for cost details.

Parking Authority Permit

Please Note: A parking permit does **not** guarantee a parking bay.
Notes on windscreens are **not** acceptable.

GENERAL INFORMATION CONCERNING ALL PARKING AUTHORITY PERMIT HOLDERS

What is a Parking Authority Permit (PA)?

A Parking Authority Permit (PA) is a University of Western Australia parking permit for those people who are eligible for a UWA parking permit and are not a UWA student or UWA salaried staff whose main place of employment is on the Crawley, Nedlands, Monash Ave or Park Ave Sites.

What happens if I had a parking authority permit last year?

If you have a full year 2008 parking permit, the permit will expire on the 31 March 2009. You will receive a renewal notice in February 2009.

If you are eligible for a permit, complete the renewal notice and have it verified by the sponsoring Faculty/Department Head or Administrative Officer. Once the form has been VERIFIED, please return it to UniPark with FULL PAYMENT.

How do I apply for parking authority permit?

If you wish to apply for parking authority permit, please complete an [application for a Parking Authority Permit](#).

When you have filled in the form you must have it verified by the sponsoring Faculty/Department Head or Administrative Officer. Once the form has been **VERIFIED**, please return it to UniPark with **FULL PAYMENT**.

SERVICE PERSONNEL/CONSULTANTS/CONTRACTORS

INTERNAL CONTRACTOR

Who is classified as an internal contractor?

An internal contractor includes service personnel, consultants and contractors who work for the University on a **long term** basis (eg: Guild Catering, FM consultant project officers, lawn mower contractor, brick paver contractor, GR Services, UWA Sports, Unicare etc) who by the nature of their contract are eligible for a University of Western Australia parking permit. The hours they work will determine whether they pay the Part or Full Time staff rate.

Personnel who perform similar tasks as UWA staff (eg Cleaning Services, Planning and Design, Workshops) will pay the same fee. The hours they work will determine whether they pay the Part or Full Time staff rate.

EXTERNAL CONTRACTOR

Who is classified as an external contractor?

An external contractor includes service personnel, consultants and contractors who visit the campus on a regular basis and who are not eligible for a University of Western Australia Parking Permit.

How much will the Parking Authority Permit cost?

Refer to the section on "What is the cost of a Parking Permit?" for details.

UNIVERSITY VEHICLES

CRESTED UNIVERSITY VEHICLES

Our department has a UWA crested vehicle; do we need a parking permit?

Yes, all UWA crested vehicles must have a Permit and must park in compliance with the "conditions on the permit".

How does the department obtain a parking permit if the vehicle has been approved for a Reserved parking bay?

If the crested vehicle has been approved for a Reserved bay permit, please complete an [Application for a Parking Authority Permit](#). This form is available from the UniPark Office or can be obtained from the web:

When you have filled in the form you must have it verified by the sponsoring Faculty/Department Head or Administrative Officer. Once the form has been **VERIFIED**, please return it to UniPark.

How much will the Parking Authority Permit cost?

As the vehicle is a crested vehicle there is no cost.

UNMARKED UNIVERSITY VEHICLES

When would an unmarked University vehicle require an additional parking permit?

If the unmarked University Vehicle is required to have access to parking areas other than those to which it is entitled with its respective UWA Parking Permits, (ie. Reserved, Service, Red, Yellow) it will also be subject to a charge for a Parking Authority Permit. Examples of these categories include some senior staff, unmarked departmental vehicles, some Guild and Facilities Management vehicles.

How does the department obtain a parking permit?

If there is a need for a permit, please complete an [Application for a Parking Authority Permit](#). This form is available from the UniPark Office or can be obtained from the web:

When you have filled in the form you must have it verified by the sponsoring Faculty/Department Head or Administrative Officer. Once the form has been **VERIFIED**, please return it to UniPark with **FULL PAYMENT**.

How much will the Parking Authority Permit cost?

Refer to the section on "What is the cost of a parking permit?" for details.

OFF CAMPUS UWA STAFF

I am employed by UWA but do not work at the UWA main campus and have a need to visit the main campus, what can I do?

If your principal place of work is not on the main campus you are not eligible for a University staff parking permit. Off Campus staff, who as part of their work are required to come to the main campus, may obtain a University Parking Authority Permit.

How much will the Parking Authority Permit cost?

There is no charge for Off Campus staff who have purchased a parking permit at their principal place of work. However, proof of purchase is required.

The cost of a University Parking Authority Permit for those Off Campus staff who do not have a parking permit at their principal place of work, refer to the section on "What is the cost of a parking permit?" for details.

Can the department purchase a quantity of permits for the staff in their area?

Yes, the departments may also apply for a quantity of Parking Authority Permits for the use of their staff, refer to the section on "What is the cost of a parking permit?" for details.

DEPARTMENTAL PARKING AUTHORITY PERMITS

What is a departmental Parking Authority Permit?

A Departmental Parking Authority Permit is available to departments who arrange to bring contractors on site and the contractor has a need to park in other than Service Bays.

How much will the Parking Authority Permit cost?

Refer to the section on "What is the cost of a parking permit?" for details.

SHORT TERM ACCESSIBLE PARKING AUTHORITY PERMIT

Who is entitled to a short term accessible Parking Authority Permit?

Staff and students who are temporarily disabled due to a serious injury or illness may be entitled to a short term accessible Parking Authority Permit.

How do you apply for one of these permits?

In the case of **staff**, the University Safety and Health Senior Occupational Therapist must approve staff applications.

In the case of **students**, the University Disabilities Officer must approve all applications for a short term accessible Parking Authority Permit.

A **charge** will **apply** depending on the duration. There is no cost for those applicants who already have a UWA Parking Permit.

ADJUNCT PROFESSORS/HONORARY RESEARCH FELLOWS

I am an Adjunct Professor/Honorary Researcher Fellow, am I entitled to a UWA parking permit?

Yes. If you have a special appointment such as:

- Honorary Fellow,
- Honorary Research Fellow,
- Honorary Visiting Fellow,
- Honorary Visiting Research Fellow,
- Visiting Fellow,
- Visiting Research Fellow,
- Visiting Appointment (not a title),
- Honorary Research Associate,
- Honorary Clinical Consultant,
- Emeritus Professor,
- Adjunct Professors who are on the UWA Human Resource system and because of their appointment cannot have a salary deduction,
- Visiting research or lecturing staff who are on the UWA Human Resource system and because of their appointment cannot have a salary deduction.

and are not a University of Western Australia salaried staff member or covered by any other instruction or guideline, you may purchase a parking permit.

How much will the parking permit cost?

Depending on how much time you spend on Campus will depend on how much the parking will cost.

The costs are displayed in the section "What is the cost of a parking permit?"

The information in this section will also cover costs, if you are on Campus for **equal to or less than 2.5 days** per week and if you are on Campus for **greater than 2.5 days** per week. If you are not on Campus for the **full year** the fee will be calculated in multiples of two months.

VOLUNTEERS AND REPRESENTATIVES FROM CHARITABLE ORGANISATIONS

If I am a volunteer or from a charitable organisation what can I do?

Could you please complete an [Application for a Parking Authority Permit](#). This form is available from the UniPark Office or can be obtained from the web:

When you have filled in the form you must have it verified by the sponsoring Faculty/Department Head or Administrative Officer. Once the form has been verified, please return it to UniPark.

Note: A charge may be levied.

OTHERS

Applications outside these guidelines will be considered. However, it should be noted that only exceptional or special cases will be approved.

Note: A charge may be levied.

Special Permits

Please Note: A parking permit does **not** guarantee a parking bay.
Notes on windscreens are **not** acceptable.

ACCESSIBLE PARKING PERMITS

A vehicle may only park in an Accessible bay with an ACROD sticker or UWA Accessible parking permit. A short term permit for use in Accessible bays may be issued in the case of illness or injury on presentation of an Authorisation Letter:

- In the case of **staff**, the University Safety and Health Senior Occupational Therapist must approve staff applications.
- In the case of **students**, the University Disabilities Officer must approve all applications for a short term disabled Parking Authority Permit.

There are Accessible bays in car parks 1, 2, 3, 5, 8, 9, 14, 15, 16, 18, 19, 22, 23, 25, 30, 31, 33, 34, 37, 39, 40 and 41.

If there are no vacant Accessible Bays, Accessible parking permit holders may park in any vacant Red staff or Yellow student parking permit area. Accessible parking permit holders who park in Long or Short Term Pay and Display areas must purchase and display a ticket from the vending machine. You are permitted to park for twice the period shown on the ticket.

Please note: The University of Western Australia Accessible parking permits are not valid for use in Accessible bays located outside the University grounds.

OFFICIAL BUSINESS PERMITS

Visiting Lecturers and Guests

Official Business Permits (**OBP**) are available from Faculty, School or Sub Unit admin staff for **visiting lecturers** and **guests**. They should be issued in advance by mail to visiting lecturers and guests where possible, and are valid for ONE DAY only.

So that visiting lecturers or guests of the University do not receive a parking infringement, it is the responsibility of the Faculty, School or Sub Unit to inform them of the parking regulations and where to park their vehicles.

The Faculty, School or Sub Unit may obtain Official Business Permits in batches (10 permits) from UniPark. The cost of an Official Business Permit is \$32.00 (per batch).

The OBP **must** be displayed on the dash of vehicle so that the details can be seen from the outside of the vehicle. An infringement will be issued if the permit is out of date or has been altered.

A record sheet is provided by UniPark to Faculties, Schools or Sub Units to record the details of Official Business Permits which have been issued. The Faculty, School or Sub Unit is accountable for all permits.

Staff and students may not use Official Business Permits.

Parking space on campus is limited and the possession of an OBP does not guarantee that a bay will be available. The OBP only entitles the holder to search for a vacant Red staff or Pay and Display Parking Bays **(Remember please observe the signs, as parking time limits still apply)**. An OBP may not be used in Student yellow bay, Service, Disabled, Reserved, Staff Car Pooling, Student Car Pooling.

RESERVED BAY PERMITS

A Reserved bay may be allocated to a department or business on campus when there is a demonstrated need. A Reserved bay entitles the specified vehicle to park in a specified bay. Refer to Appendix "A" for fees.

There is no cost for University of Western Australia Crested Departmental vehicles which have an approved reserved bay.

NEW STAFF PARKING PERMITS

New staff whose appointment is ongoing or fixed term can be issued with a complimentary New Staff Parking Permit. These are available from the Head of School or Administrative person. The complimentary New Staff Parking Permit is valid for FIVE DAYS only.

The details are to be **completed in ink**. Please display the permit on the dash of the vehicle so that the details can be seen from the outside of the vehicle.

A New Staff Parking Permit entitles the holder to park in Red permit areas. It **does not** entitle the holder to park in Pay and Display Parking areas, Yellow student areas, Service, Disabled or Reserved bays.

Parking Areas

Please Note: A parking permit does **not** guarantee a parking bay.
Notes on windscreens are **not** acceptable.

PARKING SIGNS

To avoid incurring an infringement please make sure you **READ** the wording on the parking signs before you park your vehicle. Parking signs are colour coded, therefore please also check the information on your parking permit.

MARKED BAYS

Vehicles on campus must be parked within marked bays at all times. Vehicles may not park in **NO PARKING** areas, **NO STOPPING** areas, access ways or any area not officially set aside for parking.

PERMIT AREAS

Red permit areas are reserved between 8:00am and 5:00pm weekdays for staff red permit holders. Student yellow permit areas are reserved between 8:00am and 5:00pm weekdays for student yellow permit holders. During the University vacations, the student yellow permit areas are available for parking to **non parking permit holders** and student yellow permit holders. Refer to Vacation Dates section for these details:

PAY PARKING

The University has various Pay and Display parking areas. The signage in these areas has green writing on a white background. The signs indicate the maximum length of time a person can park, eg – 1P, 2P, 3P, 4P, 9P indicate 1 hour, 2 hours, 3 hours, 4 hours, 9 hours respectively. Most vending machines accept 10c, 20c, 50c, \$1 and \$2 coins. No change is given.

Short Term Pay and Display Parking:
(please **check** the **signs** for duration)

Monday to Friday 8:00am to 5:00pm - \$1.10 per hour

Any person may park in Short Term Pay and Display areas in car parks 1, 3, 4, 20 and 37 after purchasing and displaying a ticket from the ticket vending machine.

Long Term Pay and Display Parking:
(please **check** the **signs** for duration)

Monday to Friday 8:00am to 5:00pm - 90 cents per hour, Maximum \$7.20

Any person may park in Long Term Pay and Display Parking areas in car parks 9, 17, 23, 25, 31, 33 and 35.

Please note tickets purchased from a vending machine must be **displayed face upwards** on the dashboard and be clearly visible from outside the vehicle. **Failure to observe this requirement is one of the most common reasons why parking infringements are issued.**

BICYCLES and MOTORCYCLES

Bicycle racks are located strategically throughout the campus (refer to UniPark map). Motorcycle bays are located in car parks 1, 3, 4, 8, 10, 14, 15, 16, 18, 25, 31, 34, 37, 40 and 41. No permits are required to park in these areas. Motorcycles and scooters must **not** park in vehicle bays.

RESERVED BAYS

Reserved bays are **reserved at all times** (this includes Car Pooling Bays).

SERVICE BAYS

Service vehicles on official business to the University may park in Service bays after displaying a business card on the dashboard of the vehicle. These bays are **reserved** at all times for marked or authorised service vehicles.

INNER CAMPUS SITES

Parking and use of pathways on the Inner Campus is restricted to UWA vehicles and contractors with permission from UniPark and Security.
All areas other than pathways are considered as GREEN areas. NO green area shall be used for traffic without prior authorisation by Grounds or UniPark.

**ALL VEHICLES SHOULD UNLOAD AND THEN LEAVE THE AREA.
SPEED LIMIT OF VEHICLE: WALKING PACE
HAZARD LIGHTS MUST BE TURNED ON**

ACCESSIBLE BAYS

Only vehicles with an ACROD sticker or a University Accessible parking permit may park in Accessible bays. Disabled bays are **RESERVED AT ALL TIMES**.

NO STOPPING AREA

No Stopping Area means that part of a traffic area or a length of carriageway which is marked by a 'no stopping' traffic sign or a **yellow** continuous line painted along the edge of an area or carriageway, in which a driver shall not stop.

VERGES, GARDENS and PATHWAYS

Vehicles may **not** park on verges, gardens or pathways at any time.

AFTER HOURS

Parking in all bays excluding Reserved, Disabled or Service bays is free of charge on weekends and before 8:00am and after 5:00pm Monday to Friday.

PUBLIC HOLIDAYS AND VACATIONS

PUBLIC HOLIDAYS

Parking restrictions apply at all times other than vacation breaks.

VACATIONS

Car Park 37 (OHWCA/QEII) – Parking restrictions apply at all times.

Staff Red Permit Areas – Parking restrictions apply at all times.

Student Yellow Permit Areas – Excluding CP37, available to non-permit holders during UWA vacations. University vacations do not include Non-teaching Study Breaks, Pre-examination Study Breaks and Exam Periods.

UWA Vacation dates for 2009 are:

24 November 2008 - 20 February 2009

22 June 2009 - 17 July 2009

16 November 2009 - 19 February 2010

SPEED LIMIT

The maximum **SPEED** for vehicles on campus roads is **25 kilometres per hour** unless otherwise indicated.

If authorised to drive a vehicle on the inner campus the maximum speed is walking pace and the hazard lights must be switched on.

LEGS RULE ON CAMPUS

Please **give way** to pedestrians at all times.

LIABILITY

The University **does not** accept responsibility for damage to vehicles, loss of vehicles or damage to or loss of accessories or contents of vehicles while on University land.

Special Parking Arrangements

Please Note: A parking permit does **not** guarantee a parking bay.
Notes on windscreens are **not** acceptable.

BUS PARKING

Organisers of functions who wish to bring buses onto campus should contact UniPark on 6488 3020 to advise the time of arrival and departure of the buses.

Buses should enter the University from Winthrop Avenue, turn left and follow the ring road east until the BUS PARKING SIGN is reached (east of the tennis courts).

Buses must not enter car parks or park on grass verges.

PLEASE NOTE: passengers should only alight from the buses at the bus parking area, unless prior arrangements have been made with the UniPark office. Buses may be required to leave this site after delivering their passengers.

CONFERENCE PARKING

Conference organisers should contact UniPark during the initial planning phase for a conference. Conference organisers should be mindful that there is limited parking space on Campus and where possible should plan conferences to start after 5.00pm (Monday to Friday) or on weekends or during University vacations.

Please note that RED STAFF PERMIT AREAS are restricted to permit holders between 8.00am and 5.00pm (Monday to Friday) throughout the year.

Persons attending conferences should park in the following areas:

DAYTIME: DURING UNIVERSITY SEMESTERS

PAY and DISPLAY PARKING AREAS 8.00am to 5.00pm

Short Term car parks 1, 3, 4, 20 and 37 - \$1.10 per hour

Long Term car parks 9, 17, 23, 25, 31, 33 and 35 - 90 cents per hour max \$7.20.

DAYTIME: DURING UNIVERSITY VACATIONS

VACATIONS

Car Park 37 (OHWCA/QEII) – Parking restrictions apply at all times.

Staff Red Permit Areas – Parking restrictions apply at all times.

Student Yellow Permit Areas – Excluding CP37, available to non-permit holders during UWA vacations. University vacations do not include Non-teaching Study Breaks, Pre-examination Study Breaks and Exam Periods.

UWA Vacation dates for 2009 are:

24 November 2008 - 20 February 2009

22 June 2009 - 17 July 2009

16 November 2009 - 19 February 2010

EVENINGS AND WEEKENDS

Before 8.00am and after 5.00pm (Monday to Friday) and on weekends it is permitted to park in any marked bay other than a Reserved, Service or Disabled Bay, free of charge. It is **not** permitted to park in **No Stopping** or **No Parking** areas, in **access ways** or on **verges**.

PUBLIC HOLIDAY PARKING

PUBLIC HOLIDAYS

Parking restrictions apply at all times other than vacation breaks.

2 March 2009 - Labour Day

14 April 2009 - Easter Tuesday

1 June 2009 - Foundation Day

28 September 2009 - Queen's Birthday

RECIPROCAL PARKING

The University of Western Australia does not have reciprocal parking with any other University.

PARKING PERTH INTERNATIONAL ARTS FESTIVAL

Parking on the University campus is limited 8:00am - 5:00pm Monday to Friday. It is recommended that public transport and taxis be used where possible.

PARKING INFRINGEMENTS

If you attend a function at the University between 8:00am – 5:00pm Monday to Friday please note that if you park in a Permit bay, Service bay, Disabled bay, Reserved bay, on a verge, internal road, grassed area, No Standing or No Parking area without the appropriate permit, you will incur a parking infringement.

If you attend a function at the University weekdays after 5:00pm or on the weekend please note that if you park in a Service bay, Disabled bay, Reserved bay, on a verge, internal road, grassed area, No Standing or No Parking area without the appropriate permit, you will incur a parking infringement.

WEEKDAYS: 8:00am to 5:00pm

**PAY PARKING AREAS: Short Term Pay and Display
\$1.10 per hour**

**Long Term Pay and Display
90 cents per hour (max \$7.20)**

Purchase a ticket and display on dashboard face up

**LAWRENCE WILSON ART GALLERY
8:00am to 5:00pm Monday to Friday**

Car park 17 – Long Term Pay and Display Parking
Car park 20 - 3 hour Short Term Pay and Display Parking
After 5 pm and weekends - Car parks 17, 18, 19 and 20 (no charge)

EVENING AND WEEKENDS

After 5:00pm (Monday to Friday) and on weekends, visitors may park in any marked bays (other than Service, Disabled or Reserved bays). To park in a Disabled bay you must have an ACROD permit or a University Disabled parking permit. Disabled bays are in car parks 1, 2, 3, 5, 8, 9, 14, 15, 16, 18, 19, 21, 22, 23, 25, 30, 31, 33, 34, 37, 39, 40 and 41.

SOMERVILLE AUDITORIUM OCTAGON THEATRE DOLPHIN THEATRE

After 5:00pm and weekends
Car parks 1, 2, 3, 4, 23 and 35.
Council parking (foreshore)
Hackett Drive (no standing 4:15 – 6:00pm weekdays)

NEW FORTUNE THEATRE

After 5:00pm and weekends
Car park 3 and 35.
Council parking (foreshore)
Hackett Drive (no standing 4:15pm – 6:00pm weekdays)

RILEY OVAL

After 5:00pm and weekends - Car parks 3 and 35

SUNKEN GARDEN

After 5:00pm and weekends - Car parks 1, 17, 18, 19 and 20

WINTHROP HALL

After 5:00pm and weekends - Car parks 1, 17, 18, 19 and 20

THE UNDERCROFT - WINTHROP HALL

After 5:00pm and weekends - Car parks 1, 17, 18, 19, and 20

THEATRES PARKING

WEEKDAYS: 8:00am to 5:00pm

PAY PARKING AREAS: Short Term Pay and Display

\$1.10 per hour

Long Term Pay and Display

90 cents per hour (max \$7.20)

Purchase a ticket and display on dashboard face up

WEST CAMPUS VENUES

**Lawrence Wilson Art Gallery, Sunken Garden,
Winthrop Hall & Undercroft**

Car Park 17 - off Fairway - Long Term Pay and Display Parking

Car Park 20 - via Fairway Entrance 1 - 3 hour Short Term Pay and Display Parking.

EAST CAMPUS VENUES

Octagon Theatre and Dolphin Theatre

Somerville Auditorium

New Fortune Theatre

Car Park 1 via main University Entrance - 3 hour Short Term Pay and Display Parking.

Car Park 3 off Hackett Drive Entrance 1 - 3 hour Short Term Pay and Display Parking.

Car Park 23 corner Hackett Drive and Mounts Bay Road – Long Term Pay and Display Parking.

Car Park 35 Western side of Hackett Drive (on foreshore) – Long Term Pay and Display Parking.

NOTE: During the University vacation breaks YELLOW student permit areas are available for parking to **non permit holders** and Yellow student permit holders. RED staff permit areas are reserved for the use of Red staff permit holders throughout the year.

EVENINGS AND WEEKENDS

After 5:00pm (Monday to Friday) and on the weekends, visitors may park within any marked bays (other than Service, Disabled or Reserved bays).

ACCESSIBLE PARKING

A vehicle may only park in an Accessible bay with an ACROD permit or University of Western Australia Accessible parking permit. There are Accessible bays in car parks 1, 2, 3, 5, 8, 9, 14, 15, 16, 18, 19, 22, 23, 25, 30, 31, 33, 34, 37, 39, 40 and 41.

If there are no vacant disabled bays, Accessible parking permit holders may park in any vacant Red staff or Yellow student parking permit area. Accessible parking permit holders who park in Long or Short Term pay and display parking areas must purchase a ticket from the vending machine, you are permitted to park for twice the period purchased as shown on the ticket.

Please note: The University of Western Australia Accessible parking permits are **not** valid for use in Accessible bays located outside the University grounds.

Parking Fines

Please Note: A parking permit does **not** guarantee a parking bay.
Notes on windscreens are **not** acceptable.

Parking Infringements

What happens if I breach the UWA land by-laws?

Your parking permit may be suspended if the vehicle, for which you have a parking permit, is found breaching the University By-Laws.

<http://www.publishing.uwa.edu.au/calendar/latest/partb/ByLaws.asp>

Can the University Issue Infringements?

Under the University Lands By-Laws, vehicles that breach these By-Laws can be issued an infringement. The car parks are patrolled on a regular basis to ensure that legal parkers have the best opportunity of finding a bay.

PARKING FINES

In accordance with The University Lands By-Laws, the following parking infringements may be issued.

A	Driving other than on a Traffic Area	\$45
B	Exceeding speed limits	\$90
C	Failing to give way when entering or leaving Parking Area	\$90
D	Disobeying signal order or direction of an Authorised Person or a member of the Police Force	\$90
E	Disobeying Traffic Signs	\$90
F	Breaching an Act or Regulation	\$90
G	Parking a bicycle other than in a bicycle Parking Area	\$45
H	Parking without a valid Parking Permit or Parking Ticket	\$45
I	Parking other than wholly within the marked boundaries of a parking bay other than in a No Parking Area or No Stopping Area	\$45
J	Parking in a No Parking Area	\$45
K	Parking in a Reserved bay other than for Proper Purposes	\$45
L	Parking in a Disabled Bay	\$70
M	Parking contrary to any limitation on a Traffic Sign	\$45
N	Parking a motor cycle, motor scooter or similar vehicle other than in a Motorcycle Area	\$45
O	Stopping in a No Stopping Area	\$45

Note: If the infringement is paid within 7 days, the infringement may be reduced by \$10. The discount does not apply if the infringement is appealed.

The penalty for infringements is set at a community standard. The values of the penalty at The University of Western Australia are set by The University of Western Australia Senate. Parking regulations must be obeyed in order to maximise parking options for the many groups of people (commuters, students, faculty staff, visitors, etc.) who need parking space. Anyone who disregards the parking regulations tramples on the rights of others to park in their assigned area. The infringements are expensive, but it is an expense which is completely avoidable. All you need to do is be aware of and comply with the rules.

The University is authorised to impose modified penalties for parking infringements and uses the Fines Enforcement Registry system for fine enforcement. Parking infringements, which are not paid within 7 days, enter the fine enforcement cycle and non payment will attract additional fees.

PAYMENT OF PARKING INFRINGEMENTS

The UniPark Cashier is open for the payment of parking infringements:

Monday to Thursday 9:00am to 4:00pm
Friday 9:00am to 1.00pm

LOCATION
UniPark and Security Office
Administration East
Car Park 1
Winthrop Entrance

Online
<http://www.fm.uwa.edu.au/about/parking>

APPEALS

An appeal against a parking infringement must be lodged with UniPark **within 21 days** of incurring the infringement. Appeals should be addressed to the UniPark office.

Please be aware that an appeal from an individual with multiple infringements, especially for the same offence will not be waived. Also be aware that Appeals are almost never granted for any of the reasons listed below.

"Everybody parks there and I'm the only one who got a ticket."

"I was only there for five (or ten etc.) minutes."

"I've parked there for the last five weeks (months, years etc.) and I've never been infringed before."

"I didn't know."

"I thought it was a space."

"I did not see the sign."

"I did not read the sign."

"I did not read the information printed on the permit."

"I did not have any change."

"I can't afford the fine."

Appeals are reviewed by the Parking Infringement Advisory Panel which meets on a regular basis. The University Parking Infringement Advisory Panel consists of representatives from the University Community.

Verbal appeals will not be accepted

Temporary Parking Permit

Please Note: A parking permit does **not** guarantee a parking bay.
Notes on windscreens are **not** acceptable.

Temporary Parking Permits

If I drive another vehicle to UWA can I transfer the permit?

No. Your parking permit is issued to you and the vehicle you have specified. It is not transferable from one person or vehicle to another. If you bring a different vehicle to UWA you must obtain a **Temporary Parking Permit**. If you put your permit on a vehicle other than the registered vehicle you will be issued with an infringement and your permit will be cancelled.

How do I get a temporary parking permit?

Temporary parking permits are available via the web:

www.parking.admin.uwa.edu.au/UniPark/temppermits.htm

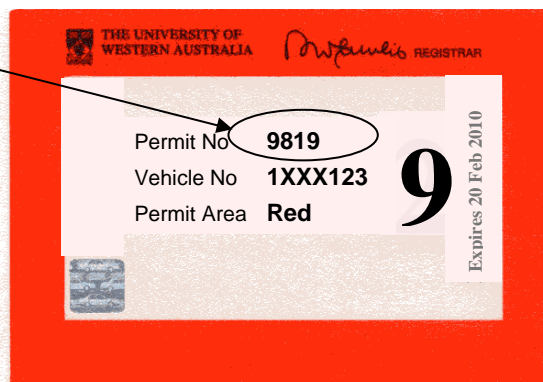
Alternatively you can obtain a temporary parking permit from the UniPark office 24 hours a day. A temporary parking permit may be issued for a maximum of one week where a vehicle is under repair or awaiting insurance assessment after an accident. Permits can be renewed on a weekly basis.

Notes on the dashboard are **not acceptable** in place of a permit.

PROCEDURES FOR APPLYING FOR A TEMPORARY PARKING PERMIT UTILISING THE WEB (www.parking.admin.uwa.edu.au/UniPark/temppermits.htm)

Temporary Parking Permit Guideline

1. Open web page (www.parking.admin.uwa.edu.au/unipark/temppermits.htm) and insert details, **Permit No** is found on your parking permit.



NOTE: If you have a Parking Authority Permit (PA) leave Staff/Student Id blank.
Printing of this page is not accepted as a Temporary Parking Permit.

2. Check details are correct (you can only get a permit for a maximum of 5 working days) and push the **APPLY** button.

THE UNIVERSITY OF WESTERN AUSTRALIA

OFFICE OF FACILITIES MANAGEMENT
SECURITY AND PARKING
(located in Administration East - east of main entrance to Campus)

TEMPORARY PERMIT APPLICATION

Permit Id

Staff/Student Id (where applicable)

Surname

Replacement Vehicle Rego

Replacement Vehicle Make

Start Date (day/month/year eg. 31/05/02)

Working Days Required

Apply

3. Another screen will appear, see below.

THE UNIVERSITY OF WESTERN AUSTRALIA

TEMPORARY PARKING PERMIT

Type: Staff Full	Area: Red
Auth Vehicle: 1AAN574 (SUZUKI BALENO)	Temp Vehicle: ABC123 (TOYOTA)
DateFrom: 29/10/2009	DateTo: 29/10/2009

CONDITIONS OF USE

1. This permit must be displayed on the dashboard of the locked vehicle with all the details written on the face of the permit visible from the outside.
2. The details must not be altered. Altered details invalidate the permit and will attract a fine.
3. This permit allows parking in the areas available for the normal permit sticker.

4. Check details if correct print and display on your vehicle's dash so that it can be seen from the outside.