

SASKATCHEWAN POLYTECHNIC

EMPLOYEE PARKING APPLICATION FORM

Parking assignments will be administered according to Parking Policy #505.

EMPLOYEE INFORMATION

Full legal name:

Sask Polytech ID number:

Work email:

Personal email:

Start date of parking:

Academic

Professional Services

Out-of-Scope

Full-time

Part-time

Campus:

Saskatoon*

Moose Jaw*

Regina*

Prince Albert*

Administrative Offices (SPAO)

Please specify campus building location:

Please specify department:

(e.g., Finance, Nursing, Literacy & Adult Ed)

Parking preference:

Electric (\$840/year)

Non-electric* (\$780/year)

*Not applicable to SPAO

License plate #

Make

Model

License plate #

Make

Model

A \$25.00 replacement fee will be assessed for any lost or stolen hangtags.

Job share employees who wish to share an assigned stall:

- Each employee must complete an application.
- Applications must be submitted together.

Job share partner's full legal name:

Job share partner's Sask Polytech ID number:

I authorize Saskatchewan Polytechnic to deduct equalized parking fees from my pay each pay period.

Employee Signature

Date

**OFFICE
USE ONLY**

FMD:

Assigned Parking Stall #

Electric

Non-electric

Effective Dates of Assigned Parking

HUMAN RESOURCES:

NBAJOBS - Add default earning code for Taxable Benefit (SPAO only)

Entered by

Date

Job Share: Appointed Percentage

This Employee

Job Share Partner

PAYROLL:

Deduction Code

Plan Code

Banner Entry Date

Entered by