

## Overnight Parking Request/Agreement

The Department of Public Safety (DPS) recognizes that individuals traveling out of town for University sponsored events/business may have no alternative but to leave vehicles parked overnight on campus. The following rules apply to be valid: Only current BSU staff, faculty, or registered students are eligible. Vehicles with any outstanding parking violations are not eligible and will be cited or towed. Vehicles are allowed to park in these areas 2 hours prior to the departure time (no exceptions).

There are 2 designated locations for overnight parking, **please circle** the area being requested. Vehicles parked outside of these specified areas are subject to citation/tow (no exceptions).

- 1) Bangsberg Parking Lot (*South East corner in lot*)
- 2) Upper Physical Education Parking Lot (*South West corner in lot – Near electronic sign*)

Event/Business Type: \_\_\_\_\_ Overnight Date(s): \_\_\_\_\_  
Contact Person & Phone #: \_\_\_\_\_ Departure Time: \_\_\_\_\_

Name	Vehicle Make/Model	Color	Plate #

This form must be received by the DPS (48) hours prior to the departure time. Individuals listed on this form are agreeing to the above rules. The University is not responsible or liable for any damage to and/or theft of any vehicle, its equipment or content while the vehicle is parked on University – owned property.

Requestor's Signature: \_\_\_\_\_ Today's Date \_\_\_\_\_

Once complete, please submit this form to the DPS email or inter-campus mail. Department of Public Safety Walnut Hall Box #33 Telephone (218)755-3888; [publicsafety@bemidjistate.edu](mailto:publicsafety@bemidjistate.edu)