



Parking Services

SciTech Special Event & Permit Request Form

Event Name

Event Date

Start Time

End Time

of Attendees

General Permit Area Enforcement Exemption Request

Day of Week	Less Than 125	# of Days Requested	Subtotal	125 Or More	# of Days Requested	Subtotal
Monday/Wednesday						
Tuesday/Thursday						
Friday						

Weekly and Daily Permits

SciTech Day Permit (General Permit Areas)

All Day (each)			
Total			

SciTech Weekly Permit (General Permit Areas)

All Day (each)			
Total			

Reserved Parking Space Request

	# of Spaces	Subtotal
General Permit Space		
Total		

Parking Signs

	Quantity	Subtotal
Black & White (each)		
Color (each)		
Total		

Verbiage

Sign Holder Rental

	Quantity	Subtotal
A-Frame (each)		
Wind-Master (each)		
	Total	

Manpower (\$25 per person, per hour, minimum four hours)

<input type="text"/>	Attendants	<input type="text"/>	Hours	<input type="text"/>	<input type="text"/>
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Grand Total

Permits Must Be Picked Up From The Parking Services Office Unless Other Arrangements Have Been Made

Orders Are Processed And Available For Pick-Up Within 48 Hours Monday - Thursday

Credit Cards Are Accepted in Parking Services Office Only

I AM PLACING THIS ORDER WITH THE UNDERSTANDING THAT THERE ARE NO REFUNDS AVAILABLE FOR VALIDATIONS OR PERMITS

I ATTEST THAT I AM AUTHORIZED TO MAKE THIS TRANSACTION

Questions? Call Special Event Parking at 703-993-2065 or email to: separk12@gmu.edu

All fields Below Must Be Completed

Name

Depart

Org Code

Email

Phone

Save File On Your Computer and Send as Attachment to: separk12@gmu.edu