



## Fairfax Special Event & Validations Request Form

Event Name

Event Date

Start Time

End Time

# of Attendees

### General Permit Area Enforcement Exemption Request

Day of Week	Less Than 150	# of Days Requested	Subtotal	150 Or More	# of Days Requested	Subtotal
Monday/Wednesday						
Tuesday/Thursday						
Friday						
Saturday/Sunday						
				Total		

### Parking Validations For Mason Pond Deck/Shenandoah Deck\*

\* For Rappahannock River Deck Validations Use Rappahannock River Deck Request Form

#### Weekdays

	Quantity	Subtotal
One Hour		
Two Hours		
Three Hours		
Four Hours		
Four – 24 Hours		
Total		

#### Weekend

Cost (each)		
Total		

#### Weekly and Daily Permits

Fairfax Day Permit (General Permit Areas)

All Day (each)		
Total		

Fairfax Weekly Permit (General Permit Areas)

All Day (each)		
Total		

**Reserved Parking Space Request**

	<b># of Spaces</b>	<b>Subtotal</b>
General Permit Space		
Deck Visitor Space		
	<b>Total</b>	

**Parking Signs**

	<b>Quantity</b>	<b>Subtotal</b>
Black & White (each)		
Color (each)		
	<b>Total</b>	

**Verbiage**

**Sign Holder Rental**

	<b>Quantity</b>	<b>Subtotal</b>
A-Frame (each)		
Wind-Master (each)		
	<b>Total</b>	

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

Attendants	Hours	Subtotal

**Grand Total**

**Validations And 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](mailto: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](mailto:separk12@gmu.edu)**