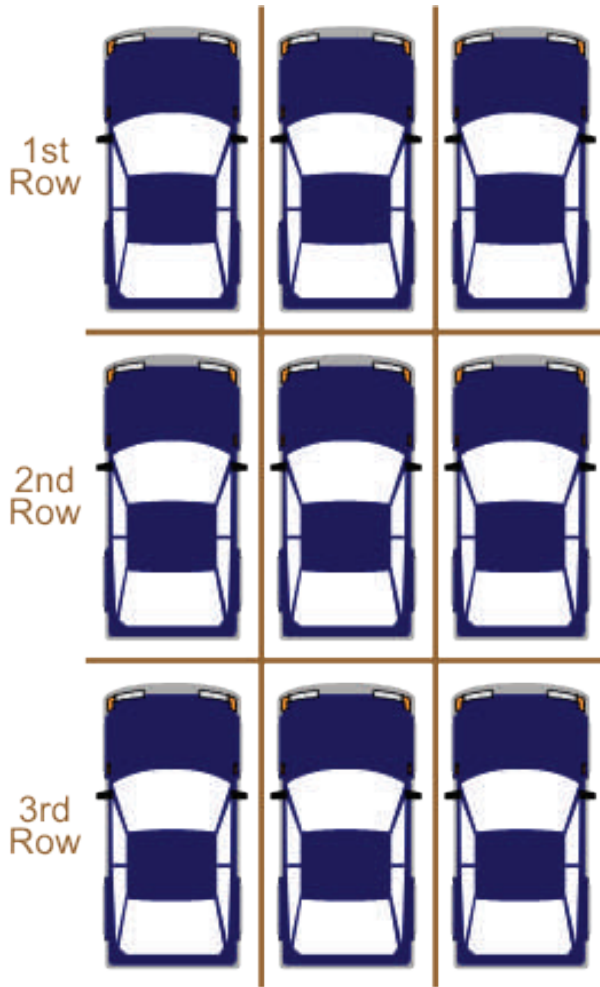
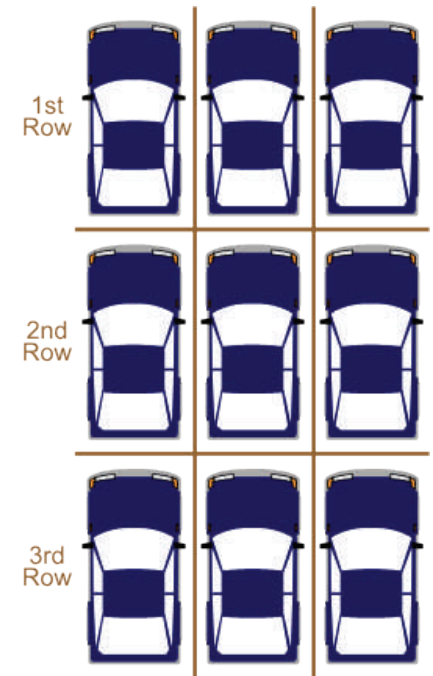


3-D

Parking



All you need to know and more...



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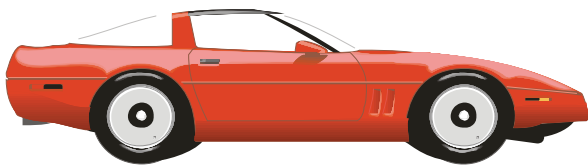
INTRODUCTION

This information has been prepared to introduce you to, or familiarize you with, the three deep (3-D) parking concept. 3-D parking accommodates approximately one-third more vehicles in a parking area, since each row of vehicles is three deep rather than the usual two.

The first parker in each row leaves a key in a locked box (lock-box) placed onto the driver's side window of their locked vehicle. Only a Parking Representative may open this lock-box. If the owner of the middle vehicle (Row 2) needs to leave during the day, the Parking Representative can unlock the box on the front row vehicle, move the vehicle, re-park the vehicle in its original location, lock it, and return the key to the lock-box.

First row parkers will be responsible for a duplicate key to the vehicle being placed in the lock-box. When the vehicle is not parked at the University, Row 1 parkers may leave the lock-box in their vehicle.

There will be parking representatives overseeing the lot Monday through Friday. To guide parkers into the lot, move Row 1 vehicles when necessary, and monitor the lot for trespassers. All Parking Representatives are carefully screened and their records are checked through the Department of Motor Vehicles. Their hiring must be approved through the University's Risk and Insurance Office and they receive specific training on the 3-D parking concept.



ROW 1 PARKERS

Parking Representatives will direct parkers to appropriate spaces with Row 1 parkers automatically taking a Row 1 space. Row 1 parkers will be identified by a special permit on their driver's side rear window.

Row 1 parkers will hang their lock-box on the driver's side window and lock their car.

If a Row 1 parker leaves during the normal work day and returns to find no Row 1 spaces available, they will be directed to a Row 2 or Row 3 space and a lock-box will not be necessary.

If leaving after the representative's shift, your vehicle will be locked and you may use your own keys to open your vehicle, remove your lock-box and exit. The rows will not be left triple-parked after the representatives leave their last shift.

If you have a permit on an alternate vehicle, you will only have one lock-box with duplicate keys for both your vehicles.

If an occasion occurs where you must drive an unregistered vehicle, call the Parking Office to inform them of the vehicle information and park in a Row 2 or Row 3 space for that day.

The University of Rochester will not be responsible for any personal possessions left unsecured in your vehicle.

If you misplace or lose your lock-box there will be a replacement fee.

If a row one parker forgets to place the lock-box on their vehicle or the keys in the lock-box do not work, the Parking Office will attempt to notify the owner. However, if the attempt is unsuccessful, your vehicle will be towed or manually moved to allow exit by the Row 2 parker. If towed, the towing cost will be the responsibility of the vehicle's owner/driver.

ROW 2 & 3 PARKERS

Row 2 and Row 3 parkers take the next available spaces behind Row 1 parkers as directed by Parking Representatives. The middle row cannot be left vacant. The 2nd and 3rd row parkers must fill in all the spaces so that the rows are completely filled. Failure to follow this procedure will result in the vehicle being ticketed.

In the event a Row 2 parker is leaving the parking area, but their vehicle is between a Row 1 and Row 3 parker, a representative will be signaled to unlock and move the Row 1 vehicle. Experience has shown, this situation normally occurs during normal work day hours. At the end of a work day, the 1st or 3rd row parker have either left or are leaving at the same time as the Row 2 parker.

The 2nd and 3rd row parkers will not leave their keys with a Parking Representative, however, if they leave during the day and return to no available 2nd or 3rd row spaces, they will be directed to a Row 1 space and given a temporary lock-box for the remainder of the day. Parking Representatives will have extra lock-boxes for this purpose since no one may take a Row 1 space without using a lock-box.

If a Row 2 or 3 parker parks in a Row 1 space without the assistance of a Parking Representative they will be contacted by the Parking Office to request they move their vehicle from the Row 1 space within 15 minutes. If the vehicle is not moved, your vehicle will be towed or manually moved to allow the other parker to exit. If towed, the towing cost will be the responsibility of the vehicle's owner/driver.

If an occasion occurs where you must drive an unregistered vehicle, call the Parking Office to inform them of the vehicle information and follow usual parking practices.