ENDICOTT COLLEGE

SUMMER INTERSESSION VEHICLE STORAGE

As a student of Endicott College you are permitted to store your vehicle on campus during the summer intersession if you are unable to take it home with you. However, you must meet the following requirements in order to leave your vehicle. If you do not meet the requirements or have not filed a summer storage form and leave your vehicle on campus, it will be towed off campus and stored at **your expense**. Endicott College is not responsible for any damage done to vehicles stored on campus during the summer intersession.

1. You ***must*** be a full-time or part-time registered student returning for the fall semester.

2. You ***must*** live more than 800 miles away from the Endicott College.

3. You ***must*** have a current academic year decal and vehicle registration on file with Campus Safety.

4. You ***must*** have insurance on the vehicle and a current license plate(s) attached to the vehicle while it is stored on campus.

Instructions for storing your vehicle:

1. All vehicles are to be stored in Lot A at the main entrance to Endicott College; this is the lot behind the Chapel.

2. Please use the parking spaces along the perimeter of the parking lot. If you do not park along the perimeter your vehicle will be relocated and you will be charged towing fees.

3. Please back your vehicle into the parking space. When you return next semester it will make it easier to get to the battery if your vehicle will not start.

4. Please park between and not on the yellow lines. Maintenance will be repainting the yellow lines over the summer.

5. Please make sure your bumper is not hanging over the curb. The Grounds crew will need to mow the grass behind your vehicle.

6. If you choose to cover your vehicle you may do so. Please make sure the cover is securely attached to your vehicle. Neither Campus Safety nor any other Endicott College personnel is responsible for reattaching the cover if it blows off during the summer.

7. If your vehicle has an anti-theft alarm, please disable it. Should it go off, Campus Safety has no way of silencing it.

Please fill out the form on the next page and return it to Campus Safety when you drop off your vehicle; do not submit the form until your vehicle is parked in Lot A for the summer. A Campus Safety Officer must inspect your vehicle once it is parked in Lot A in order to see that it meets the requirements for summer intersession parking and is parked in accordance with the instructions.

If you are living on campus during the intersession for either work or classes, you do not need to relocate your vehicle to Lot A once you return to campus this summer.

SUMMER PARKING PERMIT

NAME____

VEHICLE MAKE__________________ **MODEL**_______________

COLOR_____________ **DECAL COLOR & No.**________________

STATE________________ **LIC PLATE No.**____________________

EMERGENCY PHONE No.________________________________

DATE DEPARTING CAMPUS_______________________________

DATE RETURNING TO CAMPUS___________________________

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I HAVE READ AND UNDERSTAND THE PRECEEDING RULES FOR STORING MY VEHICLE ON CAMPUS DURING THE SUMMER INTERSESSION. BY SIGNING THIS FORM, I ACKNOWLEDGE THAT ENDICOTT COLLEGE IS NOT RESPONSIBLE FOR ANY DAMAGE DONE TO MY VEHICLE DURING THE SUMMER INTERSESSION AND THAT ENDICOTT COLLEGE WILL NOT PAY FOR ANY DAMAGE OR TOWING FEES I MAY INCUR.

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Student Signature Date

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Inspected by Date