

UT Professional Building Garage Student/Fellow Parking Policy

6414 Fannin Street

832.325.7655

Purpose: The purpose of this document is to provide an explanation of the policy and procedure for students and fellows who have parking privileges at the UT Professional Building Garage.

UPG Parking Policy:

Students/fellows have access to the parking garage for the time period beginning at 5:00 pm to 8:00 am on weekdays (Monday – Friday), all day on weekends (Saturdays and Sundays) and all day on major holidays. Students/fellows cannot use their access cards to park in the garage between the hours of 8:00 am to 5:00 pm. Any student/fellow doing so will be required to pay the daily rate. Students/fellows can not store their vehicles in the garage for more than 24 hours. Any student/fellow doing so will be required to pay for a lost ticket.

*From 4:00 am to 5:00 pm, Mon-Fri, student/fellow access cards will not work to enter the garage.

Student/fellow parking is designated to the upper levels (2-8) of the parking garage. Entries into the parking garage are located on the Fannin and Main Street sides of the garage. Parking privileges can be cancelled at UTHSC-H's own discretion. Refunds will not be issued.

UPG Student/fellow Parking Procedure:

Students/fellows will be required to present their parking access card to the card readers at both the entry and exit in order for the parking access card to function properly. If your card is not used properly it will not allow you to enter or exit. If your card does not work upon exiting you will be required to pay.

Restricted Access Time:

Student/fellow parking cards will not grant access to exit the parking garage between the hours of 8:00 am and 5:00 pm on weekdays (Monday – Fridays). Student/fellow parking cards will not grant access to enter the parking garage between the hours of 4:00 am and 5:00 pm on weekdays (Monday – Fridays). Students/fellows utilizing the parking garage during restricted times will be required to pull a parking ticket and pay the entire fee from the time the ticket was pulled in order to exit the garage.

Note: It is the expectation that if a parking ticket is taken by a student/fellow for access into the parking garage, that the student/fellow then pays the entire fee, starting from the time they pulled a ticket, prior to exiting the parking garage.

Payment Location:

Student/fellow access cards can be purchased at Suite G-25 in the UPG. A \$10 non-refundable card activation fee is required when a card is initially purchased. Replacement access cards due to damage or loss are also \$10. Daily parking fees are paid at the cashier booths located on Level 2. The UPG daily parking rates are at the bottom of this page. Visa, MasterCard, Discover or cash are accepted. Directly below are the student/fellow rates. Cash, check, MasterCard, Visa and Discover are accepted.

-Jan 1-June 30=\$30

-July 1-Dec 31=\$30

Parking Management Software:

The parking management software (ScanNet) controls card access into and out of the parking garage. The software retains a history of the card usage by card number. If a parking access card is not used properly at the entry and exit, ScanNet can generate a report that shows the access history. If a student/fellow is found to be in violation of parking garage access times, or any other parking policy, that student/fellow will lose their parking privileges for six (6) months from the date their card was initially deactivated and will not receive a refund. After a second offense the student/fellow will have their parking privileges permanently revoked and will not be eligible for reinstatement.

Tailgating:

Tailgating occurs when one vehicle legally opens the gate either by payment or access card. A second vehicle, that is following, does not pay or use an access card. Instead it closely follows the first car out of the garage so that payment or an access card is not needed. Security and the parking office closely monitor the exit gates. When tailgaters are caught MHHS Security is immediately notified. UTHSC-H Auxiliary Enterprises Parking Service will pursue payment for Tailgate Violators at the cost of a "lost-ticket" which is ten dollars (\$10.00).

Please sign below stating you have read and understand these procedures and policies.

Signature: _____ Vehicle Make & Model: _____

Name: _____ License Plate: _____

Date: _____ Credential ID: _____ Phone #: _____

University Professional Building Parking Garage (UPG), 6414 Fannin, Houston, TX 77030
Daily Parking Rates

1 st Hour			\$4.00
1 Hr. 1 Min.	TO	1 Hr. 20 Min.	\$5.00
1 Hr. 21 Min.	TO	1 Hr. 40 Min.	\$6.00
1 Hr. 41 Min.	TO	2 Hr.	\$7.00
2 Hr. 1 Min.	TO	2 Hr. 20 Min.	\$8.00
2 Hr. 21 Min.	TO	2 Hr. 40 Min.	\$9.00
2 Hr. 41 Min.	TO	24 Hr.	\$10.00
Lost Ticket			\$10.00