



# STUDENT PARKING TAG APPLICATION PLAINFIELD EAST HIGH SCHOOL

PEHS Received: \_\_\_\_\_

PARKING IS A PRIVILEGE. PARKING TAGS MUST BE PURCHASED EACH SCHOOL YEAR. COMPLETION OF THIS FORM & PAYMENT OF PARKING TAG FEE ALLOWS THE STUDENT TO PARK IN THE STUDENT DESIGNATED LOTS, WHICH ALSO INCLUDE THE LOT IMMEDIATELY NORTH OF THE STADIUM. PARKING IN THE FACULTY LOT, VISITORS' LOT/CIRCLE DRIVE OR ANY UNAUTHORIZED AREA DURING THE SCHOOL DAY IS NOT ALLOWED AND THE VEHICLE IS SUBJECT TO TOWING AT THE OWNER'S EXPENSE. **ALL VEHICLES PARKED ON SCHOOL GROUNDS MUST DISPLAY A PROPER PARKING TAG OR THEY WILL BE SUBJECT TO A TICKET.**

The following information is required for your parking tag. Any questions about parking tags should be directed to the **Dean's Office**.

PLEASE PRINT:

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ GRADE: \_\_\_\_\_ STUDENT ID #: \_\_\_\_\_

CAR MAKE: \_\_\_\_\_ MODEL: \_\_\_\_\_ COLOR: \_\_\_\_\_ YEAR: \_\_\_\_\_

LIC. PLATE #: \_\_\_\_\_ LIC. PLATE STATE: \_\_\_\_\_ NUMBER OF DOORS: \_\_\_\_\_

To obtain a parking tag, a student must meet the following criteria:

- All school fees must be **paid in full OR current** on their scheduled payment plan.
- Student's Attendance, Behavior and Grades must remain in good standing and are subject to Dean review/approval.
- Have a valid driver's license (**COPY OF STUDENT LICENSE MUST BE ATTACHED TO THIS FORM**).
- Show proof of **valid** car insurance. Insurance card must show the car information for the car(s) as shown on this form. (**COPY OF VALID CAR INSURANCE CARD MUST BE ATTACHED TO THIS FORM**).
- Provide payment of \$100.00 for parking tag, at time of purchase with cash or a check payable to PEHS with Student ID # and "Parking" in memo.
- If a student needs a parking tag for only 2nd semester, a parking tag may be purchased for a fee of \$50.00 during 2<sup>nd</sup> semester.
- Sophomore students will be eligible to purchase a parking tag after Labor Day should spots still be available.
- Early Grads may receive a reimbursement of \$50 with the original parking tag and a written request that **must** be submitted to the Main Office no later than February 1<sup>st</sup>. Reimbursement is issued from the District Office and can take up to two (2) months to receive.

## PARKING TAGS

- Parking tags must be displayed properly when parked on school property.
- Parking tags are issued/valid to the purchaser only. Any sharing, selling, transferring, or duplicating of a parking tag is prohibited and subject to discipline.
- A student may register multiple vehicles for the purpose of when situations arise requiring the student to drive/switch to a different family vehicle. Additional vehicles must be listed on the back side of this form, accompanied with a valid insurance card.
- If a student **permanently** changes vehicles during the school year, they must register the new vehicle immediately by bringing in a newly completed parking tag application and copy of **VALID** insurance card to the **Main Office**.
- If a student is unable to drive their registered car to school on any given day, the student must come to the **Attendance Office** to make staff aware of the temporary driving arrangement. The student must provide the car's make, model, and license plate number. Should the student not advise the Attendance Office, that car is subject to a ticket.
- Vehicles without proper parking tags are subject to a ticket or discipline.

## DRIVING RULES

- Student must enter and leave the school grounds in a safe, orderly manner. No reckless or hazardous driving will be tolerated.
- The speed limit on school grounds is 10 miles per hour.
- Once the school buses have started to move, cars are NOT allowed to cut in between buses and/or to pass buses.
- Students must arrive to school on time and attend their regularly scheduled classes if they want to continue to park on school property.
- Students will receive and unexcused tardy if late to school due to car troubles and/or traffic issues.
- **Any repeat offences of the above Driving Rules may result in the loss or suspension of driving privileges.**

## PARKING RULES

- Students are not to sit in their car during the school day or during any school activity. Students are to leave their cars immediately after parking in the student lot and are to enter the building.
- Parking a vehicle on campus entitles a school official or police officer to search the vehicle upon reasonable suspicion that a school rule/regulation has been violated.

**WE, THE UNDERSIGNED, HAVE READ AND UNDERSTAND THE RULES PERTAINING TO THE PRIVILEGE OF DRIVING A VEHICLE TO SCHOOL. WE UNDERSTAND THAT FAILURE TO COMPLY WITH THESE REGULATIONS AND/OR NOT HAVE A PROPER PARKING TAG MAY RESULT IN THE LOSS OF PARKING PRIVILEGES, OTHER SCHOOL DISCIPLINARY ACTION, A POLICE REFERRAL, AND/OR TOWING OF THE VEHICLE AT OWNER'S EXPENSE.**

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

**FOR PEHS OFFICE USE ONLY:**

Parking Tag#: \_\_\_\_\_ Issued By/Date: \_\_\_\_\_  Proof of Insurance  Valid Driver's License

Fee OK Amount Paid: \$ \_\_\_\_\_  Cash Ck #: \_\_\_\_\_ Date Entered: \_\_\_\_\_ Entered By: \_\_\_\_\_  
or Bookkeeper Stamp

**THIS SECTION IS FOR ADDITIONAL VEHICLES THAT THE STUDENT MAY HAVE TO DRIVE/SWITCH THROUGHOUT THE SCHOOL YEAR WHEN SITUATIONS ARISE.**

**VEHICLE #2**

CAR MAKE: \_\_\_\_\_ MODEL: \_\_\_\_\_ COLOR: \_\_\_\_\_ YEAR: \_\_\_\_\_

LIC. PLATE #: \_\_\_\_\_ LIC. PLATE STATE: \_\_\_\_\_ NUMBER OF DOORS: \_\_\_\_\_

**VEHICLE #3**

CAR MAKE: \_\_\_\_\_ MODEL: \_\_\_\_\_ COLOR: \_\_\_\_\_ YEAR: \_\_\_\_\_

LIC. PLATE #: \_\_\_\_\_ LIC. PLATE STATE: \_\_\_\_\_ NUMBER OF DOORS: \_\_\_\_\_

***A COPY OF AN INSURANCE CARD FOR EVERY VEHICLE LISTED ON THIS FORM  
(FRONT & BACK) MUST BE SUBMITTED.***

***STUDENT IS RESPONSIBLE TO ATTACH APPLICABLE COPIES TO THIS  
APPLICATION.***