

## Vehicle Responsibility

**The individual whose name a vehicle is registered shall be responsible for any liability or damage claims, including violation penalties, arising from the use or operation of the vehicle. The University assumes no responsibility for the care or protection of any individual's vehicle or its contents at any time on the campus.**

## Parking Areas

**STUDENTS:** Red Permits allow students to park on campus in white-lined spaces. All student spaces are available on a "first come, first-served" basis. If all student spaces are occupied in a lot, students must drive to another area to park. Adequate parking for all faculty, staff and students is available on the campus, but spaces may not be available in the desired lot.

**HANDICAP:** Only vehicles with state official handicap license plates or placards may park in designated handicap spaces.

**VISITORS:** Guests of Union family members are welcome to park in any valid student parking space or marked visitor space. Guests may receive a Visitor's Parking Pass from the Welcome House, Security Office, or any Residence Complex Commons. Guests are expected to follow the traffic guidelines set forth by the University.

Should a guest receive a parking violation, please contact the Security Office to have the ticket reviewed or call 731-661-5018, 8:00 am to 4:30 pm, or 731-394-2922, 24/7.

## Parking Violations

Tickets can be paid in the Safety & Security Office. If tickets are not paid, cleared, or appealed in the Security Office within three (3) business days, the fine will be charged to your account by the Office of Business Services.

If you receive a citation when you believe you are in compliance with the parking regulations, a written appeal may be filed and submitted to the Office of Safety & Security. An Appeal Form may be obtained in the Safety & Security Office and must be completed/submitted within three (3) business days following the date of the ticket. You will be notified of the outcome of your appeal after a decision has been made. If the appeal is denied, the violator will have three (3) business days from the notification of the denial to pay the ticket, or it will be sent to the Office of Business Services.

## Chronic Offenders

Individuals who accumulate \$250.00 in violations during the academic year (August-May) will be booted by Safety & Security. All unpaid violations must be satisfied prior to the removal of the parking boot by Safety & Security. In addition to the designated fines, chronic offenders may be referred to the Dean of Students for disciplinary actions. A chronic offender's vehicle is subject to removal from campus at any time at the owner's expense.

Parking Lots	Student	Handicap	Reserved	Visitor	15-Minute	TOTAL
PAC Admin (East)	163	5	3	3		174
PAC (West)	326	4	10	25		365
Hammons Hall	125	4				129
SUB	18		9		7	34
Grant Events Center		3	1	45		49
Walker Lots A,B,C	302	4			3	309
Jennings/Logos A,B	208	16				224
Providence Hall A,B	222	7				229
White Hall/Ethos Forum	206	6				212
Fesmire Field House	39	4				43
Luther Hall	49	2				51
Heritage A	191	9	5			205
Heritage B	137					137
Warmath	150		4			154
Ayers	12					12
Hope	202	9	2			213
Quads		20				20
Bowld Student Commons	105	6	4	2	4	121
Taylor Circle	6		2	4		12
TOTAL	2461	99	40	79	14	2693

## Violations

Permit Improperly Displayed .....	10.00
Over / On the Line .....	25.00
Unmarked Area .....	50.00
Violation of Posted Time Limit .....	100.00
Blocking Another Vehicle .....	50.00
Parked in Flow of Traffic / Blocking Traffic....	100.00
Driving or Parking on Grass / Walkway.....	100.00
Blocking Fire Hydrant .....	100.00
Parking Without a Valid Permit.....	50.00
Circle / Fire Lane / Striped Area .....	50.00
Reserved Spaces.....	50.00
<b>Handicap Space / Blocking Ramp .....</b>	<b>150.00</b>
Reckless Driving .....	150.00
Driveway to Dumpsters.....	100.00

## Frequently Asked Questions

### Why can't I park blocking a dumpster?

Dump trucks require immediate access to the area around their dumpsters. There is not enough time for them to have us try to locate someone to move their vehicle while they sit there and wait. If they can't get to their dumpster, they leave and the trash remains.

### Why can't I park in Handicap to load or unload?

The Handicap spaces are clearly marked and are for handicap persons only. Only vehicles with state official handicap license plates or placards may park in these spaces. Jackson Police Department has the authority to issue tickets to vehicles in violation. Eight 15-minute loading/unloading spaces are in the Walker Road and SUB parking lots.

### Why are Union permits used? Why must permits be stuck to the window? Why can't I use scotch tape or a suction cup?

The permit must be placed directly on the vehicle so that it will stay in place for the entire school year. When scotch tape and suction cups are used, some students have removed their permits and parked in restricted areas. Identifying these vehicles adds to labor cost and frequently involves help from agencies off campus. Affixing the permit to the window eliminates this problem.

### Why must I park in lined parking spaces? Why can't I park at the end of a row or "out of the way" where there aren't any lines?

Parking has been designed so that emergency vehicles such as fire trucks can maneuver in the parking lots. The parking lots must be kept in order so that these (or other) large emergency vehicles can pull in and drive around at all hours, day or night.

### Where can I load and unload my car?

Students are expected to load and unload their vehicles from a lined space. Students can also take advantage of the eight 15-minute spaces available at the Walker Road and SUB parking lots.

## Parking Regulations

Parking policy is in effect year-round, including University holidays and break periods.

Park only in lined spaces. (Vehicles will be ticketed if any part of the vehicle is over/on the line)

Do not park blocking access to a Dumpster.

**Do not park in a handicap space without a state official handicap license plate or placard.**

Parking on the grass, sidewalks and roadways is prohibited.

Do not park blocking another vehicle or blocking the flow of traffic.

Do not park in reserved spaces or in non-designated areas.

Do not block the Post Office loading/unloading zone.

Vehicles may not be left unattended in the fire lanes of any building at any time for any reason.

Do not park in spaces marked "Residence Director." Those spaces are designated 24/7.

Loitering is not permitted.

The campus speed limit is 10 mph, unless otherwise posted.



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## Motor Vehicle & Traffic Regulations

### Registration

Every individual who maintains or operates a motor vehicle on the Union University campus must register each vehicle with the Safety & Security Office at the beginning of the semester or within 24 hours of bringing a vehicle to the campus. The registration fee is included in your total tuition package.

The vehicle's license plate number and proof of insurance are required for registration of the vehicle.

Free Visitor Permits are available in the Safety & Security Office and the office of each Residence Complex Commons.

State of Tennessee handicap permit applications are available for students or staff who require special consideration for either a temporary or permanent condition; however, Safety and Security does not issue handicap permits. The application must be submitted and fee paid to the County Clerk's Office, and a physician's statement will be required.

**The permit must be affixed directly to the outside rear window, driver's side, bottom corner. Use the adhesive on the permit to attach it to the window. Permits may not be placed on the inside of the windshield. CONVERTIBLES: Affix the permit to the outside front window, driver's side, bottom corner.**

### Office of Safety and Security Hammons Hall

731-394-2922 Cell 24/7  
731-661-5018 Office  
731-661-6514 Fax