



### **Chestnut Residence Parking Cancellation Form**

The Parking Card and cancellation form must be **RECEIVED** by FRONT DESK.

Note that parking credentials cannot be cancelled for a period of less than two months. Please note that persons re-applying for a permit after cancellation are not guaranteed availability in their desired area.

**Last Name:**

**First Name:**

**Personnel #:**

University / Home Address:

89 Chestnut Residence Room #:

(Student Resident Only)

University Phone #:

Personal Phone #:

**Type of Permit** :     Reserved     Unreserved     Staff     Student Resident

**Parking Card Number:**

**Method of Payment:**

Monthly Payroll Deduction                       Credit/Debit

I **HAVE** returned my parking card to the Front Desk.

**IF THE CARD IS NOT RETURNED, DEDUCTIONS CANNOT BE STOPPED. \$50.00 WILL BE CHARGED PER CARD.**

(If it is impossible for the card to be returned, an explanation must be provided.)

Signature

Date

*For Chestnut Residence Front Desk staff only*

**Parking Card Received:** Yes      No

Full Name \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_