

## PARKING REQUEST FORM

**\*Parking spaces will be reserved for off campus guests only.**

**Any Belmont faculty, staff, or student parked in a reserved parking space will be ticketed, booted, or towed.**

Name of Event/Guest: \_\_\_\_\_

Name of Requesting Party: \_\_\_\_\_ Phone #: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

**Note: Cones/Signs will be picked up one hour after the start time listed above if space is not in use (unless otherwise specified by requesting party).**

Location of Event: \_\_\_\_\_ Number of Spaces Needed: \_\_\_\_\_

Preferred Location: \_\_\_\_\_