



## Parking Authorization for Staff / Faculty

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Please issue a parking permit for the newly-hired employee listed below:

<i>Name</i>	
<i>Department:</i>	<i>Building:</i>
<i>Date of Hire:</i>	

<i>Human Resources Authorization:</i>
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Please present this Authorization to the Parking Services Office located in Row Hall on University Drive to purchase your parking permit. Questions should be directed to the Parking Services Office. The parking codes and zone maps can be accessed at <http://www.westga.edu/parking/> or you may call 678-839-6629.

In order to get your parking permit, you will need to register your vehicle make, model, license plate number with Parking Services.