Campus Village Parking Permit Cancellation/Replacement Form

Name: __________________________ SJSU ID: _________________ Date: _________________

Building Room/Apt #: ___________________________ Cell Phone #: __________________________

Permit Type: Regular __________ Motorcycle __________ Disabled __________

Original Permit # _____________________ Replacement Permit # ______________________

Please select which best describes your request for the above “Original Permit”:

☐ CANCEL (circle one) Resident Requested Cancel ~ or ~ Admin Cancel

☐ Not Claimed

☐ Conduct ☐ Other __________________________

☐ REPLACE (circle one) Lost/Destroyed ~ or ~ Stolen: Police Case# __________________________

☐ $25 Permit Replacement Fee ~ or ~ ☐ Waived (for stolen permits ONLY)

Your signature below hereby acknowledges that the information given regarding your Campus Village parking permit is true and correct. Your signature further acknowledges that if said permit is received by mail or found, you will immediately return said permit to the University Housing Service main office.

If the above mentioned Campus Village parking permit is found displayed in another vehicle, that vehicle is subject to citation, vehicle immobilization and/or tow-away and the responsible party is subject to judicial action.

Lost or Destroyed campus Village parking permits will be replaced and a fee of $25.00 will be assessed to the student account.

Stolen Campus Village parking permits will be replaced at no charge provided a police report is filed and a copy is submitted with this form. Filing a false police report is a misdemeanor crime.

Signature: __________________________ Date: ______________________________

For Office Use Only

Received By: ______________ Date Received: ______________ Expiration Date: ______________

☐ Update Permit info in StarRez (AC) ☐ Adjust billing (RBC)

☐ Cancel spring booking (RBC) ☐ De-Activate access—Cancels (Facilities)

☐ Change booking end date (RBC)