

# THE UNIVERSITY OF NOTTINGHAM DAY VOUCHER APPLICATION FORM

FOR USE BY AUTHORISED SCHOOLS & DEPARTMENTS ONLY

(Book of 25 Vouchers)

Please complete this form in full and email it to [parking@nottingham.ac.uk](mailto:parking@nottingham.ac.uk)

PLEASE COMPLETE IN BLOCK CAPITAL LETTERS

SCHOOL/DEPARTMENT	<div></div>	NUMBER OF VOUCHERS REQUIRED	<div></div>
DEPARTMENT EMAIL ADDRESS (This must NOT be a personal email address)		<div></div>	
PERSON APPLYING ON BEHALF OF SCHOOL (MUST BE AUTHORISED PERSON, E.G. SCHOOL/DEPARTMENT/HALL MANAGER)		<div></div>	
POSITION/ JOB TITLE	<div></div>		
PROJECT CODE FOR RECHARGING	<div></div>		

## DECLARATION

I will ensure that:

Vouchers will only be issued to authorised important visitors (general visitors should use the pay and display facilities/RingGo app).

That no Vouchers will be issued to University staff or registered students (refer to Head or Deputy Head of Security for exceptional circumstances).

That users will be advised to comply with the University Traffic Regulations and parking guidance (available at <http://www.nottingham.ac.uk/estates/security/carparking.aspx>).

For first time setup you will receive a confirmation email and the setup process.

All vouchers are now virtual

I accept that abuse of the day voucher procedure may result in this facility for the School/Department being withdrawn.

SIGNED	<div></div>	DATE	<div></div>
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VOUCHER NUMBERS	OFFICE USE ONLY	DATE ISSUED
<div></div>		<div></div>