



Parking Rules and Regulations

Victoria University owns and regulates all Victoria University parking on its campus. Authorized parking locations include, but are not limited to:

Parking Lots

Annesley Hall
(above ground)
95 Queen's Park East.,
Toronto, ON

Margaret Addison Hall
(above ground)
140 Charles Street West,
Toronto, ON

Rowell Jackman Hall
(underground)
85 Charles Street West,
Toronto, ON

The term "parker(s)" in this document will cover anyone who parks their vehicle on Victoria University property.

Parking Permits

Permits for all forms of parking are to be purchased at Victoria University's Residence Services, Front Desk located on the first floor of Margaret Addison Hall at 140 Charles Street West.

Conditions

- 1) All parking permits are non-refundable after purchase.
- 2) Parking permits must be valid.
- 3) Parking permits must be visibly displayed, failure to do so may result in ticketing and/or towing of the vehicle at the owner's expense with no liability to Victoria University.
- 4) The vehicle must be parked in the designated parking lot, which is valid with the parking permit purchased, unless otherwise authorized. Failure to do so may result in ticketing and/or towing of the vehicle at the owner's expense with no liability to Victoria University. See chart under "Parking Permits" for more details.
- 5) Victoria University assumes no responsibility for loss, stolen, and/or damage(s) of any vehicle or its contents.
- 6) The vehicle ramp is meant for vehicle use only. Entering by foot is strictly prohibited and will result in the suspension and possible termination of parking privileges at the discretion of the Residence Services Manager.
- 7) Parkers must ensure the Rowell Jackman Hall garage door is closed prior to tapping their key card to open the garage door; parkers may proceed into the Rowell Jackman Hall parking garage with their vehicle when the garage door opens.
- 8) Parkers must not follow another parker in through the garage door.
- 9) Parking is assigned as a "first come first served" basis. Parking spots are not held or reserved. Any parking contracts that are not renewed by the first of each month will be terminated.
- 10) A lost key or tag must be replaced at a cost of \$25.00 per item lost. The newly purchased lost key or tag is non-refundable.

- 11) Victoria University is a non-smoking campus. There is no smoking permitted anywhere on campus including in the Rowell Jackman Hall garage.
- 12) It is the client's responsibility to be familiar and abide with Victoria University's Rules and Regulations.
- 13) Failure to adhere to Victoria University's Parking Regulations will result in a revocation of parking privileges on Victoria University property under the discretion of the Manager of Residence Services.

Courtesy Notice(s)

Courtesy notices are provided by Victoria University in order to remind the illegally parked parker that they are infringing on Victoria University rules and regulations; only one courtesy notice will be provided.

If the parker is found illegally parked any time after their first courtesy notice has been provided, the vehicle will be ticketed and/or towed at the owner's expense with no liability to Victoria University.

Victoria University reserves the right to ticket and/or tow any vehicles that has not purchased and/or displayed their valid parking tag(s), and any parker who is not parked in the valid parking area outlined on their permit and this *Parking Rules and Regulations*.

Parking Prohibition

Parkers who are found to be illegally parked on Victoria University property after receiving a minimum of one courtesy notice may be explicitly prohibited from parking on Victoria University property for an unspecified amount of time, at the discretion of the Residence Services Manager.

Victoria University reserves this right to prohibit parkers from parking on Victoria University property at any time and/or for an undisclosed amount of time.

Visitors

All visitors who park on Victoria University property are liable for following Victoria University's Rules and Regulations.

Volunteers and Guest Speakers

All visitors who require parking are responsible for purchasing their own parking or arranging with the department they are associated with to purchase parking on their behalf. The same rules and regulations apply.

Contractors, Consultants, and Suppliers

All visitors who require parking are responsible for purchasing their own parking or arranging with the department they are associated with to purchase parking on their behalf. The same rules and regulations apply.

Students, Staff, and Faculty

There are reduced rates available for eligible students, staff, and faculty who wish to park with Victoria University. The same rules and regulations apply.

*Please see a Front Desk Attendant for more information.

Holiday Closures and/or Other Disruptions

Victoria University shuts down business operations during the Holiday Break. These dates vary slightly each year but will be communicated to all parkers via email and signs posted in the Victoria University Rowell Jackman Hall parking garage the 01st of December. Should the 01st of December land on a weekend or holiday, communication regarding the shutdown will occur on the next business day.

Victoria University shuts down the Rowell Jackman parking garage for a short period in the summer months to allow for yearly maintenance and upkeep of the Rowell Jackman garage. Due to safety concerns, parkers will not be able to park in the Rowell Jackman Hall garage during this time. Parkers will not be charged for this period and will have to make their own arrangements for parking in another location during this time.

Victoria University will do its very best in notifying parkers of any possible disruptions which may arise during the year. It is important for parkers to read the notices posted and for monthly and term parkers to provide an email address where these notices may be emailed to them as well.

Safety and Security

Victoria University has safety and security procedures in place which are followed strictly to ensure the safety and security of all: Students, Staff, Faculty, Clients, Guests, and Visitors. Though these procedures are in place it is just as important that person(s) are conscious and aware of their surrounding to ensure their own well-being; a strong effort should be executed on behalf of the person(s) to ensure their safety and security in addition to what Victoria University practices.