

**OFFICE USE ONLY:**

Location Name: \_\_\_\_\_ Tag #: \_\_\_\_\_  
Start Date: \_\_\_\_\_ Monthly Rate: \$55.00  
Reviewed by: \_\_\_\_\_

**MONTHLY PERMIT PARKING AGREEMENT**

Please complete all sections of this agreement and return to  
[cpersico@buffalo.edu](mailto:cpersico@buffalo.edu) for processing.

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
Home Address \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Place of Employment: \_\_\_\_\_ Person # (on UB Card): \_\_\_\_\_  
Email: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

**\*Required for invoices and receipts**

Vehicle Make	Model	Year	License Plate	Color

I am an employee of: (select one) \_\_\_\_\_ UB Downtown Gateway \_\_\_\_\_ Educational Opportunity Center (EOC)

Do you currently possess an ADA Permit or Plate? \_\_\_\_\_ Yes \_\_\_\_\_ No

Department/Company Name: \_\_\_\_\_

**PAYMENT**

CREDIT CARD (MC, VISA) Submit on-line under Manage Account or call (716) 218-7351

*New permits will be assessed a \$20 security deposit fee.  
The security deposit may be refunded upon return of the parking permit.*

**DELIVERY PREFERENCE (select one)**

\_\_\_\_\_ I will pick up my permit. Please provide email address below. We will email you when your permit is ready for pick up at the BNMC Parking Office.  
\_\_\_\_\_ Mail My Permit to the following address:  
\_\_\_\_\_  
EMAIL: \_\_\_\_\_

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The following terms and conditions form a part of the monthly parking agreement with BNMC Parking, LLC and are subject to change without notice.

- 1 Payment is due by the 1<sup>st</sup> business day of the month. Any outstanding accounts on the **5<sup>th</sup> day of the month** will be charged a \$15.00 late fee. BNMC reserves the right to suspend or cancel the Monthly Agreement at any time and/or tow vehicle (at your expense) if you are in breach of the terms and conditions herein. BNMC also reserves the right to charge you the daily rate for breach of the terms of this Monthly Agreement.
- 2 BNMC reserves the right to suspend or cancel this Monthly Agreement at any time, for any or no reason, upon thirty (30) days written or e-mailed notice to you.
- 3 Forms of payment accepted: MASTERCARD, VISA, Discover, AMEX and Debit Card payments will only be accepted through the provided on-line portal or by calling BNMC's main office directly for instructions. DO NOT fax or mail account numbers or card information.
- 4 At each BNMC location each monthly parking account will be assessed a one-time **twenty dollar (\$20.00) REFUNDABLE DEPOSIT on the permit hangtag**. If any hangtag is damaged through no fault of your own, it will be replaced free of charge upon return to BNMC. If a hangtag is lost or stolen, a new hangtag will be issued upon the payment of a twenty-five dollar (\$25.00) replacement charge. Upon cancellation hands-free hangtags are to be returned to BNMC in good working order within thirty (30) days and you will be mailed the twenty dollar (\$20.00) refundable deposit.

- 5 **Cancellation of this Monthly Parking Agreement must be submitted in writing, by mail, e-mail, or fax, and sent to BNMC's attention at 640 Ellicott Street, Suite 400, Buffalo, New York 14203, at least ten (10) business days prior to effective calendar month or You will be responsible for all applicable payments.** Notification of cancellation by telephone will not be accepted. BNMC does not issue refunds if cancellation takes place in the effective month.
- 6 Monthly Parking Permits are issued on a calendar month basis. **NO REFUNDS, IN WHOLE OR IN PART, SHALL BE ISSUED AT ANY TIME.** Parking rates and/or terms and conditions may be subject to change, and such changes shall be posted in full view at the location 10-days prior to any such change taking effect. BNMC is not obligated to individually notify you of rate or terms and conditions changes.
- 7 Monthly parking does not guarantee the availability of a space; although every effort will be made to accommodate parking (it may be necessary to leave your ignition key). Should no space be available, please see attendant for alternative parking.
- 8 Parking is permitted only in those spaces or areas that are **NOT** designated as reserved or restricted use unless you have paid for or qualify for same. If you park in a reserved space not your own, or a restricted area for which you do not qualify, you may be issued a fifty dollar (\$50.00) parking violation and/or have your vehicle towed. Repeated occurrences may result in termination of this Monthly Agreement as determined in BNMC's sole discretion.
- 9 Monthly hangtags must be clearly displayed at all times from the rearview mirror on the front windshield of the vehicle, or as otherwise directed by BNMC, so that the numbers are visible from outside the vehicle. Any vehicle not displaying a monthly hangtag will be subject to pay the posted daily rate.
- 10 Transfer of a monthly hangtag to another vehicle is prohibited. Transfer of a monthly hangtag to another person is also prohibited. Violation of this policy may result in termination of this Monthly Agreement as determined in BNMC's sole discretion.
- 11 Hangtag permits are only valid for the location for which they are designated. If the same hangtag number is found on more than one vehicle, or if a hangtag is used to admit more than one vehicle at a time to the parking facility, or if any misuse is determined, that hangtag permit will automatically be deemed invalid without refund.
- 12 Parking patrons must park within one space as designated by the yellow lines. Parking patrons must also obey other location specific regulations such as compact car spaces, no parking zones, handicapped designated spaces, electric vehicle charging spaces, etc. Vehicles are not permitted to block entrances, exits, fire lanes and other parked cars. **BNMC RESERVES THE RIGHT TO ASSIGN A PARKING SPACE OR ASSIGN A PARKING LEVEL.** Violators will be issued violation tickets and/or be towed at your expense.
- 13 This Monthly Agreement is for the licensed use of a parking space only and BNMC is not responsible for any loss or damage to the vehicle caused by fire, theft, collision or any other cause to or damage to the vehicle or its contents.
- 14 Vehicles left unattended for twenty-four (24) hours or more are subject to removal at the sole discretion of BNMC.

**WARNING: VEHICLES SHOULD ALWAYS BE LOCKED, AND THE CONTENTS THEREOF SECURED IN THE TRUNK OR OTHER LOCKED STORAGE AREA OF THE VEHICLE**

I HAVE FULLY READ AND AGREE TO THE ABOVE MONTHLY PERMIT PARKING AGREEMENT. A CUSTOMER COPY OF THE TERMS AND CONDITIONS IS ATTACHED HERETO.

**CUSTOMER SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_ **OFFICE COPY**

**BNMC Parking, LLC 640 Main Street, Suite 400, Buffalo, New York 14203**  
**Phone: (716) 218-7351 Toll Free 1-877-776-PARK Fax: (716) 218-7150**  
**www.gobnmc.org**

**CUSTOMER COPY**  
**MONTHLY PARKING TERMS and CONDITIONS**

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