



SMITHSONIAN ASTROPHYSICAL OBSERVATORY

Parking Permit Application

Applicant Information

Name Work Phone

Address Home Phone

City State Zip Office Location MS #

Tour of Duty

SAO	SI	HCO/HU	Contractor*	Other*
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Vehicle Information

	Vehicle 1	Vehicle 2	Vehicle 3
State			
Plate #			
Make & Model			
Color			

Requested Primary Lot

CDP	160 Concord Ave.	Wayside Road
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Payment Method

Check due in advance*

Payroll deduction**

***INDIVIDUALS RECEIVING STIPENDS THROUGH THE SAO FINANCIAL MANAGEMENT DEPARTMENT AND CERTAIN CONTRACT EMPLOYEES NEED TO PAY BY CHECK.**

****PAYROLL DEDUCTION IS REQUIRED FOR SALARIED EMPLOYEES OF SAO. YOU MUST COMPLETE A PAYROLL DEDUCTION**

PLEASE READ CAREFULLY:

The purchase of a parking permit does not guarantee the availability of a parking space. The Smithsonian Astrophysical Observatory (SAO) assumes no responsibility for damages to any vehicle or contents by reason of fire, theft, vandalism or any other cause.

I covenant not to sue for such damages if this application is granted. I agree to observe all published parking rules and regulations as from time to time are in force for the space in which my vehicle is parked, and understand that this agreement incorporates by reference all related rules, regulations, policies and procedures. I understand that SAO reserves the right to cancel or revoke my parking priveleges without cause at any time and to issue refunds in accordance with fee proration policies.

This application is not valid unless dated and signed. It is only an application. No parking priveleges are granted unless and until it is accepted and a permit issued.

Signature

Date