



ADMINISTRATIVE
POLICIES AND PROCEDURES MANUAL

DATE ISSUE
3/27/97

REVISION
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SUBJECT
SECURITY AND SAFETY

SUB-TOPIC

PARKING AND TRAFFIC POLICIES, Continued

- C. Impounding and Towing of Vehicles: The University Police Department has the authority to tow and impound vehicles. If an unauthorized vehicle is illegally parked in such areas as loading docks, fire lanes, or in any manner which obstructs traffic flow, a private towing company will be called. The owner of the illegally parked vehicle is responsible for all fines and towing fees.
- D. Disabled Parking Permits:
1. Temporary Disability: A person suffering a temporary disability, such as a broken leg, etc., may obtain a temporary disabled parking permit by bringing a written request from the doctor indicating the type of disability and probable date of recovery to the University Police Decal Office, PG1.204, who will then issue a temporary disabled parking permit.
 2. Permanent Disability: One of the following must be on file in the Decal Office to obtain a free disabled decal:
 - a. Application for disabled plate;
 - b. Texas Vehicle Registration Receipt with validated sticker number, or
 - c. Permanently Disabled Person Identification Card.All of the above are provided by the County Tax Assessor/Collector.
- E. Bicycle Regulations:
1. Bicycles are to be parked in University-owned bicycle racks across campus.
 2. Bicycles are prohibited in buildings.
 3. Bicycles are to be walked in mall areas.
- F. Decal Replacement and Refunds:
1. Replacement decals and additional decals are \$5.00 each. To obtain a replacement decal, the owner must bring in the decal remnants. When purchasing additional decals, the purchaser must provide proof of ownership of all vehicles. See Parking and Traffic Regulations.
 2. An employee may obtain a refund by bringing the parking decal(s) remnants to the Decal Office, PG1.204, on the last day of employment. Under no circumstances will a refund be made before the last of day employment. Any



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outstanding citations must be paid before the refund is issued. The refund is prorated based on the date of separation and is mailed to the employee.

3. Student decals are non-refundable except when the error lies with The University of Texas at Dallas.