



Hartford Union High School District

(Office only)

CHECK ONE

_____ North Parking Lot - \$25 Fee

_____ East Parking Lot - \$10 Fee

HUHS Parking Permit # _____

HUHS Vehicle Registration for 2023-2024

_____ Last Name (Print) First Name Middle Name Grade

Please list all vehicles you may be driving to school:

<u>Year</u>	<u>Make of Vehicle</u>	<u>Model</u>	<u>Color</u>	<u>License Plate #</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Please report any changes in the above information to the Attendance Office, failure to do so may result in loss of permit.

- North Parking Lot - \$25 Parking Permit Fee (Parking lot north of high school)
- East Parking Lot - \$10 Parking Permit Fee (Parking lot on the southeast corner of Cedar & Monroe streets).
- HUHS Vehicle Registration form - Student and parent **must sign form** and submit payment before permit will be issued.
- Parking permits will be sold on a first-paid, first-served basis during and after Student Registration.
- Students must be **at least 16 years old** and have a **valid driver's license** at the time of purchase.
- Vehicles without a permit or illegally parked on school property may be cited by Hartford Police Department and the student may be assigned disciplinary action.
- Failure to follow parking rules & procedures may result in loss of your parking permit.
- Parking permits **must** be displayed on your rear view mirror at all times.
- A parking permit may be permanently transferred to another student one time only and must be approved by the Attendance Office Staff.
- Lost parking permits will not be replaced and there are no refunds for parking fees under any circumstances.

By signing the HUHS Vehicle Registration form, I agree to follow all HUHS Student Parking Rules & Procedures on side A & B of this form. I understand failure to do so may result in loss of parking permit, disciplinary consequences, and/ or citation from Hartford Police Department.

_____ Student Signature Date

_____ Parent Signature Date



HUHS Student Parking Lot Rules & Procedures

*For the safety of our students, as drivers and as pedestrians, is of the utmost importance.
For safety and security purposes, be advised the north parking lot is monitored by security cameras.
Please drive safely at all times!*

Student Parking Lots (North & East) Rules and Procedures:

- Ⓟ Students who drive in an **unsafe manner** will immediately lose their privilege to park in any school parking lot and will be referred to the Hartford Police Department.

Students must abide by all state laws and city ordinances, which are related to the use of a motor vehicle. Violation of laws or ordinances or any of the parking lot rules and procedures can lead to loss of parking privileges. Lost parking permits will not be replaced and there are no refunds for parking fees under any circumstances.

- Ⓟ **Parking permit must be displayed** on your rear view mirror, facing the front of the vehicle, at all times. Be sure to transfer your permit if it is necessary for you to drive another car to school. If the parking permit is not displayed, a parking citation may be issued from the Hartford Police Department and/ or disciplinary consequences may be received.

- Ⓟ **Do not park in spaces designated as reserved, restricted, Auto Service or on yellow lines by the curb or building.** Please park one vehicle inside the yellow lines in one parking space. An Auto Service teacher must grant permission to park in the auto shop spaces in advance and provide the student with an **Auto Service Parking Permit**, which must be properly displayed.

- Ⓟ **Do not park in spaces reserved for the Handicapped**, unless a handicapped permit has been issued to you from the Wisconsin Department of Transportation. By State or Federal law, if you do so, it could result in a citation issued by the Hartford Police Department.

- Ⓟ One of the conditions for granting permission for a student to bring a student-operated vehicle onto school premises is written consent by the student driver, the owner of the vehicle and the parent of the student to allow search of that vehicle. Refusal by any of the parties to provide or allow access to a vehicle at the time of a search request shall be cause for terminating the privilege without further hearing.

- Ⓟ The Attendance Office Staff must be informed of **any changes** in vehicle information.

The Attendance Office Staff must approve a **parking permit transferred** to another student and may be transferred one time only to another student.

- Ⓟ **You are responsible** for any infraction of school rules or city ordinances committed by another student who is or was a passenger in your vehicle and leaves something illegal in your vehicle or drives your vehicle.

- Ⓟ **Students are responsible for securing their own vehicles and contents.** The school is not responsible for any damage, thefts, or accidents which may occur in the parking lot. These incidents should be reported to the Attendance Office, but students are responsible to file a report with the Hartford Police Department.

The HUHS Parking Permits sold is equivalent to the number of parking spaces available.

In addition to the above rules and procedures, students are expected to demonstrate the same responsible conduct in the parking lot as required in the school building. Failure to do so will result in appropriate disciplinary action. Hartford Union High School reserves the right to change any rules or procedures at any time it is deemed necessary.