

# Parking Control Sheet

DOT & P/F, Facilities Center

141 Willoughby Avenue | [facilities.callcenter@alaska.gov](mailto:facilities.callcenter@alaska.gov)

Last Name \_\_\_\_\_ Legal First Name \_\_\_\_\_

Department \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Job Title \_\_\_\_\_ Bargaining Unit \_\_\_\_\_

Vehicle Make \_\_\_\_\_ Year \_\_\_\_\_ State \_\_\_\_\_ License Plate \_\_\_\_\_

Vehicle Make \_\_\_\_\_ Year \_\_\_\_\_ State \_\_\_\_\_ License Plate \_\_\_\_\_

Vehicle Make \_\_\_\_\_ Year \_\_\_\_\_ State \_\_\_\_\_ License Plate \_\_\_\_\_

Vehicle Make \_\_\_\_\_ Year \_\_\_\_\_ State \_\_\_\_\_ License Plate \_\_\_\_\_

Please check this box if this is a second permit. **\*\*all vehicles utilizing SOA parking must be on both permits\*\***

1. Any vehicle parking in a State reserved or restricted area must display a current State of Alaska parking permit hung from the rear view mirror.
2. Permits may be used in more than one vehicle as long as the vehicle has been registered with the Call Center.
3. Upon separation from State employment, the employee is **responsible** for returning the permit to DOT & P/F MS 2500.
4. The State of Alaska is not responsible or liable for damages or theft.
5. You are subject to ticketing, towing, loss of parking privileges, and disciplinary action up to and including dismissal for violations of parking policy or laws in accordance with Standard Operating Procedure DGS 05-01.
6. No overnight parking
7. I acknowledge that I have been given and understand the parking policy.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

The Juneau core area is defined as an area of Juneau bounded by Gold Creek to the north, the Gastineau Channel to the east, and Mt. Roberts Tram to the south.

FOR OFFICE USE ONLY			
Issue Date: _____ Permit Number: _____	Type of Permit: Sup/Conf. Gen. (circle one only)	Employee ID No. _____	Completed By: _____