

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Department Name/Organization: \_\_\_\_\_

Dept ID: \_\_\_\_\_

Office Phone: \_\_\_\_\_

QTY.	TYPE REQUESTED
	FY26-28 Runner Permit

\*For renewal requests, please provide the current permit numbers below

Current Permit #	Current Permit #	Current Permit #	Current Permit #	Current Permit #	Current Permit #

### IMPORTANT INFORMATION

Runner Permits allow up to two (2) hours of parking for business purposes ONLY in approved non-restricted spaces. Runner Permits are not intended for personal use to enable a person to park as close as possible to their office or workplace, nor are they intended to serve as an alternative when regular parking is unavailable.

If renewing a current Runner Permit, provide the permit number in the table above and email the completed request to [deptpark@central.uh.edu](mailto:deptpark@central.uh.edu). An invoice will be sent within 1-2 business days. Please allow up to five (5) business days for all requests to be completed to ensure proper approval and processing after payment is received.

**\*By signing below, you acknowledge you have read and understood all the information above.**

Director or Equivalent Approval Signature: \_\_\_\_\_

Picked Up by: \_\_\_\_\_

(Print Name)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**OFFICE USE ONLY:**

Invoice:

Method of Payment:

Reference #:

Permit/Space #: