

## APPLICATION FORM FOR CAR PARK DECAL – STUDENT

Name of Student: \_\_\_\_\_ Student No. \_\_\_\_\_

Course of Study: \_\_\_\_\_ Duration: \_\_\_\_\_

Contact. No.: (H) \_\_\_\_\_ (HP)

Vehicle Registration No.: \_\_\_\_\_ In-Vehicle Unit No (IU): \_\_\_\_\_

Make & Model of Vehicle: \_\_\_\_\_

Registered Owner & Address: \_\_\_\_\_  
 \_\_\_\_\_ (As in vehicle log card)

I, \_\_\_\_\_, understand and confirm that I have read and will abide by the Rules & Regulations governing the use of the Car Park and Car Park Decal appended with this application form or any changes thereafter as determined by James Cook University. I am required to return the car park decal when I am no longer studying in James Cook University.

I acknowledge that all vehicles are parked in the premises at the owner’s own risk. James Cook University and its authorised personnel undertake no responsibility and shall not be liable in any matters whatsoever for any misdemeanor loss or damages to any vehicle, its accessories or to the contents therein or any vehicle moving in and out of or parked in the car park.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

I, \_\_\_\_\_ acknowledge the receipt of \_\_\_\_\_ on \_\_\_\_\_.

\_\_\_\_\_  
*Name & Signature of Applicant*

\_\_\_\_\_  
*Serial No. of Decal*

\_\_\_\_\_  
*Date*

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**FOR OFFICIAL USE**

Carpark Label Serial No.: \_\_\_\_\_ Vehicle No.: \_\_\_\_\_

- ( ) First Car Park Decal  
( ) Replacement for Car Park Decal (Lost/Damaged)

Name &amp; Signature of Approving Officer: \_\_\_\_\_ Date of Issue: \_\_\_\_\_

## **Car Park - Rules & Regulations**

### **Car Park Decal**

1. Students shall be issued with a permanent car park decal for motor vehicles (cars and motorcycles) to be parked in James Cook University.
2. Please fill up 'Application Form for Car Park Decal - Student' and submit to Administration & Facilities Department (A3-02) or via email to Facilities-Singapore@jcu.edu.au.
3. Each student is entitled to only ONE (1) car park decal to park ONE (1) vehicle in James Cook University at any one time.
4. The car park decal issued is not transferable for use on another vehicle.
5. The car park decal should be displayed **prominently** on the front right windscreen of the vehicle for easy identification by security personnel.
6. A car decal do not guarantee an available car park lot at any one time. It is based on first-come first-serve basis and subject to any availability of the car park lots.

### **General Rules & Regulations**

1. No overnight parking is allowed.
2. No reservation of any parking lot is allowed.
3. Handicapped lots are strictly reserved for the said category of drivers ONLY. Unauthorised parking at the handicapped lot will be given a reminder letter and driver will be asked to remove the car from the said lot immediately.
4. Visitors driving into James Cook University have to inform the Security of the purpose of their visit and whom they are meeting before entering the premises. Visitors are only allowed to park if there are available lots in the car park. No waiting is allowed in the carpark.
5. The Security shall be empowered to ask the driver of the vehicle to exit the car park and James Cook University premises under the following circumstances:
  - a. park without approval from the Security.
  - b. vehicle causing obstruction and/or safety hazard to the users.
  - c. parking/waiting along the driveway/fire engine hardstand/access route.

6. Administration & Facilities Department reserves the right to reject any application(s) with valid reasons.
7. Students are to notify Administration & Facilities Department for a change of vehicle registration particulars so that a fresh decal could be issued in exchange of the old one.
8. Students are to return their decals to Administration & Facilities Department when they graduate.
9. Loss of decals must be reported to Administration & Facilities Department as soon as possible.
10. All vehicles parked in James Cook University will be at the students' own risk. James Cook University will not be held responsible for any theft, damage or other misdemeanor caused to the vehicles and/or their contents.
11. Drivers shall not drive in a manner so as to endanger the lives of other person lawfully using the common property. All traffic signs and rules in the car park are to be observed.

W.E.F 14/10/20

