Sustainable Long Term Permit FAQ

The Office of the Bursar offers a special permit available for all permanent full-time staff and faculty. The permit is long term and will not have an annual expiration date. The sustainable permit renews automatically each year. No more worrying about getting a new parking pass every year! Interested individuals will be able to purchase the permit by payroll deduction with a \$50.00 per pay period option. The payroll deduction will continue until you initiate a termination request.

Why can't I pay for the permit with my credit card? We are limiting purchase or this permit to payroll deduction so we can automatically renew the each year. Oredit cards expire and numbers change, which would require individual contact with people for the annual update. If payroll deduction is used, we need the initial information and we can update annually through HR making it easier and more efficient for all.

Why can't I purchase a permit if I am a part-time or 9-month employee? Or a student? We may be able to offer a long-term permit in the future that would work for a part-time, 9-month employee or student, but this is a pilot program to determine how much interest there is for such a permit.

How do I stop the payroll deduction once I have started? **Smilar to the process we use now, you will**

request the termination of the payroll deduction. You