



Department of Public Safety

Parking Services: Visitor Parking

Visitors to campus are encouraged to park in the Sharpless Street Garage (at the corner of S. Church St. and Sharpless St., \$1.50/hour). Permits are required for visitors to park in campus lots.

Permits are required for Visitors

Visitors to the campus are required to obtain a temporary parking permit for the University parking lots. Permits are available in the following locations:

The Parking Services Office, located in the Peoples Building at the intersection of South Church St. and University Ave. Visitors, use the temporary parking on the left side of South Church St. when picking up a permit and then move your vehicle to the location designated by your temporary parking permit.

The University Information Desk, located in the Philips Memorial Building at the intersection of University Ave. and South High St. Visitors, park in the temporary visitors' spaces in G Lot on High St. (across from Philips) while you obtain your pass. You will then be directed to other lots or permitted to stay in G Lot, unless on-campus events restrict parking that day.

The Student Union, located in Sykes in the 100 block of West Rosedale Ave. Visitors, park in a 15-minute visitor's space at the side of the building while you obtain your pass. You will then be directed to other lots or permitted to stay, based on the day's events.

Visitor's permits must either be displayed on the dash in front of the steering wheel with the lettering facing up or hanging from the rear-view mirror. All fields of the permit must be completed in order to be valid.

While parking temporarily to go into one of these facilities to request a temporary visitors permit, please activate your four way flashers while parked.

Vendors, Sales and Service Personnel

All Vendors, Sales or Service personnel who have been hired by West Chester University to perform a service on University property must obtain a temporary parking permit or they may pay to park at one

of the Borough operated garages or the Borough metered spaces. To obtain a Vendor/Sales/Service pass, a written request must be sent to the parking office by the WCU Campus contact who initiated the visit. The request may be sent via email to drogers@wcupa.edu. Please allow 24 hours to prepare the pass.

Contractors and Construction Personnel

Contractors please visit the Facilities department at 201 Carter Drive to obtain your temporary parking permit, or pay to park in one of the Borough operated garages or the Borough metered spaces.

Any temporary permit that has been altered will be considered invalid and can result in ticketing/towing of the vehicle.

A temporary parking permit does not guarantee that you will locate an available parking space. In the event you cannot locate parking, your permit will allow you to park in Lots Q and R on South Campus (South New Street, below Farrell Stadium) and ride the Free Courtesy Shuttle to North Campus.

Information about the University's Shuttle Service can be found at

<http://www.wcupa.edu/INFORMATION/AFA/Facilities/Transportation/Buses/default.asp> In addition, you may pay to park in one of the Borough operated garages or the Borough metered spaces.

Information about the Garages can be found at

<http://www.wcupa.edu/dps/parkingservices/parkingGarages.aspx>

University employees may request temporary parking passes for guests using this form.

<http://wcupa.edu/dps/forms/tempparkingpass/>