



# Parking Services

University of Nevada, Reno

## 2024-2025 Continuous Payroll Deduction Authorization Form

Full-time University of Nevada, Reno Faculty and Classified Staff may use pre-tax payroll deduction to pay for an annual parking permit. Payroll deduction payments for an academic year permit are done on a fiscal year basis (July – June). This form authorizes continued deduction of permit fees until written cancellation is received. Permit fees are subject to an increase each fiscal year. Permits are only to be used by the employee receiving deductions for the permit and are nontransferable. Overnight parking is prohibited without authorization. Only one parking permit is allowed per employee. **Permit must be returned to Parking Services upon end of employment. Please return original form to Parking Services Mail Stop 0254.**

### Enrollment information

*By completing this form, employee hereby authorizes the Payroll Office to deduct the amount of the item(s) selected on this form from salary on a continuous basis.*

Employee first and last name: \_\_\_\_\_

Phone number: \_\_\_\_\_ Employee ID#: \_\_\_\_\_

Authorized signature and date: \_\_\_\_\_

### Choose one of the following options:

Employees paid twice a month will have half the monthly price deducted from each paycheck. Motorcycle/Moped permit cost may be added with vehicle permit payroll deduction.

- SZ Reserved Space (restricted), \$65.32 per month
- Gateway Parking Complex Reserved, \$59.40 per month
- Yellow Overnight, \$52.66 per month
- Silver Commuter, \$44.90 per month
- Tan Zone, \$33.66 per month
- Green/Orange Zone, \$25.82 per month
- Blue zone/ Evening, \$14.00 per month
- ADA Access, \$14.00 per month
- Motorcycle/Moped, \$5.58 per month

#### Office use only

Permit number issued: \_\_\_\_\_ Customer type:  Faculty  Staff