Parking Terms and Conditions

Monthly parking

1. When to Pay
   - All monthly parking payments are due by the 1\textsuperscript{st} of each month. All account holders have a 9 day grace period to make payments.
   - Accounts for which payments are not received by the 10\textsuperscript{th}, will be automatically locked out.
   - Payments received after the 10\textsuperscript{th} of the month are subject to a $25.00 late fee per account.
   - Aramark parking will not pro-rate any monthly parking due to late payments.
   - To re-establish your account past due balances, plus the late fee must be paid in full.

2. How to Pay
   All payments are made at the parking booth. You have the following payment options:
   - Flex Benefits card
   - Credit card (Visa & Master Card Only )
   - Check* (Returned checks will incur a $35.00 fee.)
   - Cash

*There is also a RED DROP BOX located on Level D as you exit the garage, where you can drop off your checks. Please make sure to include your Access Card Number and Pay To: Aramark.

3. Monthly Rate Structure for New Applicants
   - The initial monthly charges are calculated based on the parkers start date.
   - If a parker’s start date is between the 1\textsuperscript{st} - 15\textsuperscript{th} of the month, the parker account will be charged a full month.
   - If a parker’s start date is between the 16\textsuperscript{th} - 31\textsuperscript{st} of the month, the parker account will be charged a half month.
   - New Applications for parking will pay $10.00 Administrative Fee, $20.00 Deposit for the access card, along with One (1) month Security Deposit and One (1) Month Parking

4. Access Cards.
   - If an access card is lost, stolen or damaged please contact us at (718) 430-7021 immediately. To obtain a replacement card, there is a $25 non-refundable fee.
   - Access Cards are Non-Transferable and can only be used by the assigned Parker on the account.
“Anti-Pass Back” (Card Sharing) is **Not Allowed**. Our system will automatically **LOCK** your card within 24 hours in the event you access the garage under a different vehicle other than the one on file under your account.

Violators of this policy may be subject to be towed at their sole expense and up to termination of parking privileges.

In the event the account holder has outside visitors for the week or weekend. Passes are available at the parking office. Daily Rate will apply. (For Example: Weekend passes are $30.00 plus a $20.00 refundable Deposit upon access card return)

5. **Parking Permits Tag and Registered License Plates**

- DUPLICATE USE OF PARKING PERMIT IS FRAUD. Vehicles in violation of this policy with duplicate permits may result in the loss of monthly parking privileges and/or towing of the vehicle at their sole expense.
- Vehicles must have the current parking permit displayed face up on the dashboard.
- The cost for a replacement permit is $10.
- Vehicle information is a must. Make, Model, Year, State, License Plate & color.

Aramark will make every effort to keep current parker account information up to date but it is the account holder’s responsibility to communicate new information. You may also update your account information via email: Vargas-Lidia@aramark.com or by phone (718) 430-7021.

6. **Cancellation/Refunds**

- Cancellation/Refund request form are available at the Parking booth. You cannot cancel your account verbally or by email.
- Upon cancellation of your parking, the parking card must be returned to Aramark in order to receive a card deposit refund.
- The account must be paid in full and the card returned in working condition in order to process a refund.
- Security deposit and Card deposit refunds may take 5-7 business days to process. Refunds are issued to the name listed on the account; we do not issue refunds to individuals other than the account holder under the account. NO EXCEPTIONS.

**Additional Information**

- Customers must park within the parking lines.
- All monthly parking will be on a first come first served basis. Except for a few **Reserved** Spaces. Parking is not permitted in those spaces that are designated as reserved. If you park in a reserved space that is not your own, a $50.00 fee will be issued to your monthly parking dues.
- Monthly parkers may only register 1 vehicle per account.
Outside vendors are not allowed to perform services in garages. Services such as car repairs, windshield glass changes.

Monthly parking privileges do not include storage of any kind. Violation of this policy may result in the loss of monthly parking privileges.

Under no circumstances should anyone block other vehicles or park in “NO STANDING” designated areas. Without exception, such violators will be towed at their sole expense.

Aramark assumes No Responsibility for loss through fire, theft, collision or otherwise to the car or its contents. (This is a Park & Lock Facility)

Vehicles left on the Upper Level Monday to Friday after 8:00pm will be locked in until 6:30am the next business day. No Exceptions.

We reserve the right to close the parking facility at the direction of garage owners.

All Terms and Conditions are subject to change.