

ANNUAL PARKING RENEWAL
Office of Parking Management

Renewal of annually expiring employee parking decals and departmental permits is underway.

This renewal/re-registration applies to the following groups:

Employees who are assigned to park in un-gated MUSC parking locations.

Employees who park in the after-hours employee parking program.

Employees who park in the Hagood Commuter Park-and-Ride system.

Departments wishing to renew their department parking permits.

RENEWAL PERIOD: September 2 - October 15

Un-gated Employee Parking Locations:

Lots C, D, All F lots, H, R, S, V, X, Y, Z.
Anderson Property (GG), 136 Rutledge Avenue (LL),
57 Bee St. (JJ) and 59 Bee St. (KK),
Hagood Park and Ride Lot.

Renew on Line: at [RENEW](#). Follow the instructions and be sure to use the last five (5) digits of your MUSC ID number when logging into the file.

>Renewals received by September 30, will be will be mailed to home address listed on the form.

>Renewals received after September 30 will be held in the Office of Parking Management at 91 President St., 2nd Floor for pickup.

*If you are adding a vehicle or changing a license tag number you **MUST** bring your vehicle registration certificate to the office to renew, or you may fax the vehicle registration to 2-6195.*

Renew in Person: at the Office of Parking Management, 2nd floor, 91 President Street, 8:00 a.m. to 5:00 p.m., M-F. **Note:** The renewal of a temporary permit for a reserved lot must be made in person.

After-Hour Parking Renewal: Renewal for after-hour parkers is not available on-line. After-hour parkers can go to the link listed below print the after-hour form, fill it out and fax it to the office or come to the office in person.

<http://academicdepartments.musc.edu/vpfa/forms/parking/ahparkerform.pdf>

Forms that are received by September 19, will be mailed to home address listed on the form. Forms received after September 19 will be held in the Office of Parking Management at 91 President St., 2nd Floor for pickup.

Departmental Parking Permits: Departments wishing to renew their department parking permits should address their requests to Cathy Roach, Departmental Permit Coordinator, Office of Parking Management by e-mail or by fax (792-6195).

For more information: Telephone the Office of Parking Management at 792-3665.