

**Topeka Curtis Parking Garage Contract**

Please Type or Print Legibly

\_\_\_\_\_  
 Last Name                      First Name                      Initial                      Employee ID

\_\_\_\_\_  
 Agency and Department/Section                      Agency Number

\_\_\_\_\_  
 Agency Address – Building, Street, Floor, Room Number

\_\_\_\_\_  
 Work Email Address

\_\_\_\_\_  
 Work Telephone Number                      Home Telephone Number                      Cell Phone Number

\_\_\_\_\_  
 Year                      Make                      Model                      County                      Tag Number

\_\_\_\_\_  
 Year                      Make                      Model                      County                      Tag Number

\_\_\_\_\_  
 Year                      Make                      Model                      County                      Tag Number

\_\_\_\_\_  
 Year                      Make                      Model                      County                      Tag Number

Type of Custom or Special license plate (i.e. Veteran, Military, Personalized, University, Disability, Firefighter, Shriners, etc.):  
 \_\_\_\_\_

**REPORT ANY CHANGES TO PARKING ADMINISTRATION**

Rules & Regulations

As a condition for the issuance of a parking permit, I understand that the rules and regulations to parking, K.A.R. 1-45-1 through 1-45-24, are considered a part of this agreement and may be lawfully amended or revoked. I understand, the rates for the Curtis Garage will be set on an annual contract basis. I agree to abide by and to observe all applicable rules and regulations.

Payment & Termination Terms

Payment will be made in advance by a bi-weekly payroll deduction from my earnings for the amount indicated on the website ([www.admin.ks.gov/offices/ofpm/parking](http://www.admin.ks.gov/offices/ofpm/parking)). This authorization shall continue in effect until written or electronic notice is given to terminate the Parking Contract due to employee cancellation; parking violations or non-renewal of permit. Key card access to the Curtis Parking Garage will then be deactivated.

\_\_\_\_\_  
 D/A, Parking Administration, Authorized Signature                      Signature of Applicant

\_\_\_\_\_  
 Date                      Date

**Parking Administration Use Only**

T2 \_\_\_\_\_                      Stall Number \_\_\_\_\_

SHaRP \_\_\_\_\_ eff. \_\_\_\_\_                      CG Access \_\_\_\_\_

Parking Codes \_\_\_\_\_