

**Registration Form for Winthrop University Users  
of the Oakland Avenue Presbyterian Church Parking Lot  
Academic Year 2016-2017**



Name \_\_\_\_\_ Date \_\_\_\_\_

Check one:    \_\_\_ Student    \_\_\_ Faculty

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Office Phone \_\_\_\_\_

WU email \_\_\_\_\_

Home email \_\_\_\_\_

Description of Car: Make/Model/Color \_\_\_\_\_

State/License Tag Number \_\_\_\_\_ WU Parking Permit Number \_\_\_\_\_

Documentation of Full-time Student Status \_\_\_\_\_ Y/N  
(Document)

Priority Status: (Check)    \_\_\_ OAPC member  
   \_\_\_ OAPC Campus Ministry Participant  
   \_\_\_ Convenience to lot (Major \_\_\_\_\_ Building \_\_\_\_\_)

***Hold Harmless Agreement:***

*All persons using the facilities and furnishings, and on premises, agree to indemnify and hold harmless Oakland Avenue Presbyterian Church (OAPC), its employees, agents, officers, and representatives from any and all claims, suits, actions, proceeds, loss, costs, and damages of every kind, including reasonable attorneys' fees and litigation expenses, which may be brought or incurred by OAPC on account of loss or damage to any property of or for injuries to or death of any person(s), caused by, arising out of, or contributed to, by reasons of any act, omissions, mistake or error, negligent acts, or willful misconduct of those using the facilities and equipment, and on premises, their employees, agents, representatives, or contractors, their employees, agents, representatives, with or incident to their agreement, or arising out of Worker's Compensation claims, except as required by law.*

***I have read the OAPC Parking Policy for Winthrop University students and faculty on the back of this form and agree to adhere to the process and procedures stated in it. In addition, I have read the above Hold Harmless Agreement and understand that my signature below indicates that I agree to these stipulations in order to be accorded the privilege of parking at Oakland Avenue Presbyterian Church.***

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

Application approved by \_\_\_\_\_ Date \_\_\_\_\_

Approved student application number (1 – 18) \_\_\_\_\_

## **Oakland Avenue Presbyterian Church Parking Lot Policy and Procedures for Winthrop University Registrants**

*The Parking Lot(s) Policy of Oakland Avenue Presbyterian Church (OAPC) states that all parking lots are for the private use of church members and for visitors to the church. In order for OAPC to express its willingness to be a supporter of and a good neighbor to Winthrop University and her students and faculty, the Church has instituted an additional process under the policy to allow 18 parking spaces to be designated for Winthrop students and faculty as a privilege and convenience.*

**Qualifications for an OAPC parking permit:** To be considered for a parking permit, the students must

1. Be a full time student for both semesters to justify consistent use of the space.
2. Have obtained a WU parking sticker for the current academic year prior to registration at OAPC.
3. Provide, accurately, all information requested on the registration form and agree in writing to the terms of this policy. Bring to registration a (1) valid driver's license, (2) current WU ID, and (3) a copy of your class schedule from Wingspan for the fall semester.

*Note: Priority will be accorded to Winthrop students who are members of OAPC, who participate in the church's Campus Ministry Program, and who have majors in buildings closest to OAPC.*

**Cost:** \$25 (Cash; check or money order made out to Oakland Avenue Presbyterian Church)

*No fees will be assessed for students or faculty who are members of OAPC or who are active participants in the Campus Ministry Program.*

**Identification:** OAPC parking stickers are to be placed in the lower **right** corner of the back window on opposite side of the window from the Winthrop parking sticker. Parking permits are for the current academic year and expire on the date indicated on the OAPC Parking Sticker.

### **Guidelines:**

1. The lot will be OPEN Monday through Saturday, 7:00 a.m. to 10:00 p.m. with the exception of Wednesdays when the lot will be open from 7:00 a.m. to 5:00 p.m.
2. The lot will be CLOSED to student parking during church events such as funerals, weddings, conferences and other large meetings; overnight; and Sundays. *Students will be notified of lot closure for events through the Winthrop email system and by signs posted at the entrances to the lot on the day of the event. Check email daily before driving to the OAPC lot.*
3. A student is permitted to park in any one of the spaces painted Winthrop garnet and designated "Reserved."

### **Violations of the Parking Policy:**

1. First time violators of the policy will be given a written WARNING and the vehicle tag number will be kept on a Parking Lot Violators Log.
2. Second time violators will be given a FINAL NOTICE in writing informing them that their vehicle will be towed if they violate the policy again. The final notice also will include the name and phone number of the towing company. Parking privileges may be revoked or denied on the second violation.
3. On the third violation, the parking privileges will be REVOKED or DENIED and the vehicle will be TOWED at the owner's expense and risk.

### **Monitoring:**

The lot will be patrolled by the Winthrop University Campus Police Department. In addition, the lot will be monitored by members of the Campus Ministry and Property Committees, church staff members, and church member volunteers. Violations may be reported to Lisa Whisenant in the church office.

*Please be respectful to those persons monitoring the policy and respect the privilege to use the lot by placing trash in the cans provided on the Winthrop side of the lot.*