Section 1
Parking Appeal Form
(Print or type all information on this page clearly!)

Name:________________________________     Date Submitted:__________________
Local Address/ Box #: ___________________     Phone #:________________________
Class Status: ________________________ RWU E-Mail:__________________________
Vehicle Plate #: ________________________   Violation #: _______________________
Make, Model, & Year of Vehicle: ____________________________________________
State of Registration: _____________________ Sticker #:_________________________

Type of Violation Appealed
(circle one below)

Ticket       Towing       Other

Date & Time of Violation: ____________________________________________________
PARKING APPEAL PROCEDURE

Definitions:

1. Parking Appeals Form (Section 1) - the sheet that contains all the basic questions about the appeal (name, date, make, model, and year of car, etc.) This form may be obtained at the Student Senate Office which should be printed neatly or typed.

2. Explanation (Section II) - the detailed explanation of the circumstances surrounding the ticket. This must be typewritten by the appellant, attached to the Parking Appeal Form and should be no longer than one page.

3. Map - Will be provided along with the Parking Appeal Form, either attached to or on the reverse side of, which the appellant should clearly mark where he or she was parked at the time the ticket was issued.

4. Parking Appeal Application - The Parking Appeal Form, Explanation and Map constitute the Parking Appeal Application.

5. Filed/Received - in the mailbox outside of the Senate Office in the Recreation Center by 5:00 PM on or before the fourteenth day after the ticket was issued.

Procedure:

Appeals must be Filed/Received no later than 2 weeks (14 days) after the date the ticket was issued. No late appeals will be accepted. No Exceptions. The two week time period runs only while school is in Fall/Spring Session.

Parking Appeal Forms (Section 1) can be obtained in the Student Senate Office (above the Hawks Nest in the Recreation Center. The Appeal Form must be neatly printed and fully legible.

All parking appeal Explanations (Section II) must be typed and attached to the appeal form. Hand-written explanations will not be considered. This should not exceed one page in length.

All Appeals must be complete. Incomplete or unfinished appeal applications will not be considered. A complete appeal application consists of:

- Parking Appeal Form (Section 1): neatly printed.
- Type written, detailed Explanation (Section II) of your appeal: no longer than one page.
- Map of the RWU parking lots, clearly marked by the appellant with the approximate location of the car at the time the ticket was issued.

All valid Parking Appeal Applications will be read, discussed, and voted on by the Student Affairs Committee of the Student Senate within two weeks from the date received. All decisions will be mailed to the appellant at the address given on the appeal form.

All decisions are final. NO exceptions.
Roger Williams University
Parking Map 2014-2015

Permit Identification:
- **Blue Permit**: Administration, Professional Staff, and Full-Time Faculty
- **Red Permit**: Student Parking
- **Green Permit**: Staff and Part-Time Faculty
- **Silver Permit**: Law
- **Orange Permit**: On-Campus Residence
- **Purple Permit**: Resident Commuter
- **Yellow Permit**: Visitor (Lot 1 and 11)

For more detailed information on issues such as student parking, please refer to the Student Handbook on the web at https://publicsafety.rwu.edu/parking.html.

Please note the following instructions:
1. Your parking permit must be permanently affixed to the outside of the windshield, driver's side lower corner.
2. Parking permit regulations will be strictly enforced 7:00 am to 5:00 pm, Monday through Friday.
3. Violators will be ticketed with a minimum fine of $35.00 and/or impounded at owner/operator expense.
4. Visitor, handicap, fire lane, and University-designated reserved parking space violations will be strictly enforced at all times.
5. Handicap-designated parking is clearly identified and can be found throughout campus.

Map Key:
- 1. Alumni & Admission Center
- 2. Global Heritage Hall
- 3. Maple Hall
- 4. Cedar Hall
- 5. Willow Hall
- 6. Center for Student Development
- 7. Fire Arts Center
- 8. Feinstein College of Arts and Sciences - South Hall
- 9. Feinstein College of Arts and Sciences and School of Justice Studies
- 10. School of Engineering, Computing and Construction Management
- 11. Maria J. Gabelli School of Business
- 12. University Library
- 13. Administration Building
- 14. School of Architecture, Art, and Historic Preservation
- 15. The Commons
- 16. Campus Recreation Center
- 17. Public Safety & Information
- 18. School of Law, School of Education and Law Library
- 19. Performing Arts Center
- 20. North Campus Residence Hall
- 21. Performing Arts Areas
- 22. Bayside Courts (Watermark, Tidewater, Sea Breeze)
- 23. Marine and Natural Sciences Building
- 24. Stonewall Tennis
- 25. Mall Room
- 26. ELS Language Center
- 27. Career Center and Feinstein Center for Service Learning & Community Engagement
- 28. North Office Building
- 29. Richard L. Bredy Mount Hope Bay Sailing & Education Center (Opening 2015)
- 30. James L. Maher Center (Privately Owned)

Emergency Phone
Campus Shuttle Stops
Electric Vehicle Charging Station