

## PARKING PERMIT APPLICATION AND VEHICLE REGISTRATION

\*The cost is \$100.00 per year(\$50 for 2<sup>nd</sup> Semester only) and NO REFUNDS will be issued\*

\*You must complete the online process and pay through RevTrak \*

Prepare the following items to **SUBMIT AS A PDF**

\*\*\*PHOTOS AND SCANNED DOCUMENTS ARE NO LONGER ACCEPTED\*\*\*

\*A & B requires 2 signatures: Student & Parent or Guardian\*

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|--|--|
| A. <b>*Parking Application (available online)*</b> | upload to <a href="mailto:HHSPARKING@paulding.k12.ga.us">HHSPARKING@paulding.k12.ga.us</a> |
| B. <b>*Parking Contract (available online)*</b>    | upload to <a href="mailto:HHSPARKING@paulding.k12.ga.us">HHSPARKING@paulding.k12.ga.us</a> |
| C. <b>Copy of a VALID DRIVER'S LICENSE</b>         | upload to <a href="mailto:HHSPARKING@paulding.k12.ga.us">HHSPARKING@paulding.k12.ga.us</a> |
| D. <b>Copy of VEHICLE REGISTRATION</b>             | upload to <a href="mailto:HHSPARKING@paulding.k12.ga.us">HHSPARKING@paulding.k12.ga.us</a> |
| E. <b>Copy of VALID INSURANCE PROOF</b>            | upload to <a href="mailto:HHSPARKING@paulding.k12.ga.us">HHSPARKING@paulding.k12.ga.us</a> |
| F. <b>Copy of RevTrak Receipt</b>                  | upload to <a href="mailto:HHSPARKING@paulding.k12.ga.us">HHSPARKING@paulding.k12.ga.us</a> |

An application will not be considered complete and cannot be processed without **ALL ITEMS** listed above complete with signatures, valid dates for proof of insurance and vehicle registration, a copy of the student's valid driver's license and **ALL ITEMS** submitted as a **PDF** to [HHSPARKING@paulding.k12.ga.us](mailto:HHSPARKING@paulding.k12.ga.us).

**CHECK ALL DATES ON SUBMITTED DOCUMENTS**  
**EXPIRED DOCUMENTS WILL NOT BE ACCEPTED!!!!**

**All documents must be submitted to [HHSPARKING@paulding.k12.ga.us](mailto:HHSPARKING@paulding.k12.ga.us)**

### INSTRUCTIONS FOR FILING:

This application is for registering a vehicle by the student for the purpose of securing a parking space. Rules and regulations pertaining to on-campus parking and operation of a vehicle are contained herein. Completion of this application shall be construed as acceptance of the parking and operation rules and regulations. Students who elect to drive a vehicle shall complete this application. Applications will be subject to review and approval by the principal or a designee. Applications will be kept on file.

**TYPE IN YOUR INFORMATION ON THE LINE PROVIDED, Upload required documents to [HHSPARKING@paulding.k12.ga.us](mailto:HHSPARKING@paulding.k12.ga.us) \*You MUST pay online through RevTrak. NO CASH OR CHECKS ARE ACCEPTED\***

_____	_____	_____	_____	_____	_____
ID #	LAST NAME	FIRST NAME	INITIAL	DOB	GRADE
_____		_____		_____	
Street Address/Apartment No.		Applicant's Driver's License Number		State	
_____	_____	_____	_____	_____	
Year	Make of Vehicle	Model (Name & No.)	Body Style	Color-Vehicle	
_____		_____		_____	
Vehicle Tag Number		Vehicle Insurance Company & Policy #		Vehicle ID #	

*After reading and understanding the rules and regulations as stated on the reverse side, the undersigned acknowledges that permission to drive and/or park an automobile on the school campus is a privilege and not a right. In consideration for such privilege, the undersigned expressly consents to any searches of the above-described vehicle or any other vehicle driven by applicant. Administrators of the school may search the vehicle for any reason, at any time, while said vehicle(s) is on school property.*

Signature of Driver/Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

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### **TO BE COMPLETED BY THE SCHOOL:**

Vehicle Registration, Driver's License and Insurance Verified By \_\_\_\_\_

Parking PERMIT/SPACE Number \_\_\_\_\_

Date Permit ISSUED \_\_\_\_\_

RevTrack - Amount Paid \$ \_\_\_\_\_