

Official Vehicle Parking Policy

Definition of Official Vehicles

Official Vehicles are those purchased for organizational or departmental use. These vehicles generally have license plates beginning with "MZU," though this may not always be the case. This policy extends to UTVs (Golfcart Vehicles).

It is the responsibility of every department to contact Parking and Transportation Services to register and purchase a permit for all Official Vehicles. This includes vehicles that become surplus, sold, or traded for new vehicles.

All Official Vehicles at the University of Missouri must adhere to the policies and guidelines set by Parking and Transportation Services. Failure to do so may result in citations or impound/relocations of vehicles at the departments cost.

Parking Guidelines

- Official Vehicles must have a valid permit to park on campus.
- Vehicles without a permit will be recorded, and a permit request will be sent to the responsible department or vehicle custodian.
- Continued parking without a permit may result in citations. Excessive citations can lead to vehicle impoundment.
- Official Vehicles should park in standard, non-reserved spaces unless otherwise authorized by Parking and Transportation Services.
- Official Vehicles may not park in facility or service spaces unless actively completing work in the area.
- Loading zones and other timed spaces should only be used when necessary for work-related purposes.
- Permits are valid for one fiscal year (July through June). Renewal notices will be sent out in JUNE prior to expiration.
- In order to cancel an Official Vehicle Permit please reach out to Parking and Transportation Services. Refunds of permits will be issued in a prorated amount.
- Official Vehicles exclusively used on off campus properties do not require a permit. Note vehicles used primarily in off campus location that must campus to conduct business will require a permit while on campus.
- In the event a Visitor or Rental Vehicle is used for Official Business please contact Parking and Transportation Services.

Permit Requirements

Official Vehicles on campus must have one of the following permits (All prices are for fiscal year, amounts will be prorated for the term of the permit if purchased after July):

1. Official Vehicle Permit - \$85/Month (\$1020/Fiscal Year)

- Allows parking in all no-reserve tiers. (T1, T2, T3, and T4 lots.)

- Does not guarantee a space in any specific lot.
- Vehicles with this permit may be asked to relocate for events or to accommodate other permitted parkers.

2. Reserve Vehicle Permit - \$105/Month (\$1260/Fiscal Year) or \$125/Month (\$1500/Fiscal Year) in Reserve Tier Lots.

- Grants access to a designated, signed, and reserved parking space in any lot, including Reserved Tier Lots.
- Parking and Transportation will assign spaces based on availability and may offer alternative locations if the requested lot is full.
- Reserved spaces are protected, and unauthorized vehicles parked in them are subject to citation and impoundment.
- Parking and Transportation has the sole authority to make impound decisions.