

## **Commuter & Parking Services**

116 Maple Avenue Ithaca, New York 14850-4902 Tel: 607.255.4600 • Fax: 607.255.0257 www.commuting.cornell.edu transportation@cornell.edu

## **New Employee Form**

Please complete applicable sections. You may be asked to supply verification of employment.

Last Name			First Name		MI	
CUID#		Net ID		Date of Birth		
Home Address				Home Phone		
University Status:	☐ faculty member ☐ staff member		☐ student	☐ other (please complete "Af	filiate" section below)	
	This is a:	☐ regular appointment	start date			
		☐ temporary appointment	start date	end date		
		☐ casual appointment	start date	end date		
Campus Address				Campus Phone		
Job Title						
Construction	ı, Vendor, and Affilia	ates: Complete this section				
Organization	n/Business					
Business Ad	dress			Business Pho	ne	
Contact Pers	son Name				Contact Phone	
Campus Wo	rk Location			Estimated Work Completi	ion Date	

Please complete the Transportation Options and Vehicle Registration form on page 2. Contact Commuter and Parking Services if you need additional information regarding your commuting options.

Motorized-Vehicle Registration: Complete this section to register your vehicles. Copy information from the vehicle registration card.  State License Plate Number Year Make Body Style Color Registered Owner  Perking Permit and Timusit Plass Contract As a smember other Cornell investive community. Lagree to pay the current published price for the parking permit or transit pass offered to me by the Transportation Office. I understate that fee changes will occur periodically and should lebect to pay for my permit; pass by payroll deduction, my authorization shall include such increases and shall remain in effect unit revoked: my permit fee in the current production of the current production of the current production of the current transportation Office. I understate that fee changes will occur periodically and should lebect to pay for my permit; pass by payroll deduction, my authorization shall include such increases and shall remain in effect unit revoked: my permit fee as will permit transportation Office. I understate that fee changes will occur periodically and should lebect to pay for my permit permit or transit pass offered to me by the Transportation Office. I understate that fee changes will be automatically my prayaid fees will refunded based on the current Transportation Office. I understand that: parking permit or transit pass due to loss, a processing fee will apply.  Parking Permits  Lunderstand that: parking restrictions may be temporarily suspended or changed during holidays, special events, or emergencies; the purchase of a parking permit does not entitle to a reserved space, but the opportunity to park in the areas where my permit is valid, it is my responsibility to notify the Transportation Office when Lebange vehicles or license plat No refunds will be given after March 31.  Out-of-County OnniRide transit pass. Lam entitled to a rofund based on the following; if the pass is returned by the 18th of the month, I will receive one half month refund. I had not made and a roful refund for the month pr	<b>Transporta</b>	tion Options and Vehicl	e Registratio	n La	Last Name		First Name		
Monday=Friday TCAT with CU ID						CUID#			
Parking Permit and Transit Pass Contract	☐ Mond	☐ Monday–Friday TCAT with CU ID ☐ Carpool			☐ Commuter Program* ☐ Parking Permit**must meet eligibility requirements. Visit www.commuting.cornell.edu for more information.				
Parking Permit and Transit Pass Contract As a member of the Cornell University community, I agree to pay the current published price for the parking permit or transit pass offered to me by the Transportation Office. I understath that fee changes will occur periodically and should I elect to pay for my permit/pass by payroll deduction, my authorization shall include such increases and shall remain in effect unifered was permit pass will be automatically renewed at the then current fee. I may return the parking permit or transit pass due to loss, a processing fee will apply.  Parking Permits I understand that; parking restrictions may be temporarily suspended or changed during holidays, special events, or emergencies; the purchase of a parking permit does not entitle to a reserved space, but the opportunity to park in the areas where my permit is valid; it is my responsibility to notify the Transportation Office when I change vehicles or license plat No returnds will be given after March 31.  Out-of-County OmniRide transit pass  If I have paid cash for my out-of-county pass, I am entitled to a refund based on the following: if the pass is returned by the 15th of the month, I will receive one half month refund that month and full refund for all the remaining months; if the pass is returned on the 16th or after, I will not receive a refund for that month but a full refund for the remaining month in the pass is returned on the 16th or after, I will not receive a refund for that month but a full refund for the remaining month in the pass is returned on the 16th or after, I will not receive a refund for that month but a full refund for the remaining month in the pass is returned on the 16th or after, I will not receive a refund for that month but a full refund for the remaining month in the pass is returned on the 16th or after, I will not receive a refund for that month but a full refund for the remaining month in the pass is returned on the 16th or after, I will not a full refund for the remaining month in the pass	Motorized-Vel	hicle Registration: Complete this s	section to register yo	our vehicles. C	opy information from th	e vehicle registration	card.		
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Office Use Only  CSC Initials Date TOTAL COST: \$ Paid: Payroll  Temporary option issued: Special location: Cash  Parking permit issued: Special location: Cash  Parking permit issued: Book permit issued: Check#  Transit pass issued: Void date:	,,,	•				•			
Paid: Payroll  Temporary option issued: Issue date: Void date: Special location: Cash  Parking permit issued: Book permit issued: Credit Card  Transit pass issued: Void date: Gate card issued: Other	Signature_			_Date	Subr	nit to via email to	transportat	ion@cornell.edu	
Parking permit issued:  Issue date:  Void date:  Book permit issued:  Check#  Transit pass issued:  Void date:  Void date:  Gate card issued:  Other	Office Use Onl	dy CSC In	nitials	Date		_			
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