GUEST PARKING REQUEST

To arrange complimentary parking for guests you are hosting on campus, please complete this form at least two days in advance and forward to debbie.obrien@kings.uwo.ca.

Please advise visitors to park in lot P1.

| Hosting Department: |
| Coordinator Name: |
| Coordinator Email Address/Extension / |
| Date of Visit: | Time of Visit: |
| Event Name | Event Location: |

INDIVIDUAL AND SMALL GROUP PARKING

Name of Guests (record number of guests only if more than four):

EVENT PARKING (OVER 30 PEOPLE)

| Number of Guests: |
| EVENT PARKING Sign Required: |
| Yes [ ] Not Required [ ] |

Other Important Information that Should be Mentioned: