

## **Parking Permit Information 2020-2021 School Year**

We will be using an online reservation system to secure a parking permit starting with our Senior class starting during the week of July 23rd-July30th. We will follow with opening up the online reservation system for the Junior class from July 31st-August 7th.

After the online reservation period for Seniors and Juniors is complete, we will assess parking availability for Sophomores and communicate information to them directly.

### Steps in Securing a Permit

1. Complete a Parking Permit Application
2. Use the link for online reservations in the class specific email sent to student/parents to provide information about your vehicle and where you would like to park for the year.
3. Please review the parking map closely to pick a lot color for the year. Your permit will allow you to park in that lot only. We ask that you choose a back up lot as well because spots in each lot are limited.
4. After completing the online reservation, please email your completed application to [jacobadams@wsdr4.org](mailto:jacobadams@wsdr4.org)
5. During the parking permit pick up window from August 17th-19th you will need to come to Holt to pay for and pick up your permit.
  - a. Your application must be complete and on file
  - b. Seniors will need to make sure your vaccinations are up to date with our nurse. Please contact [dianewilmes@wsdr4.org](mailto:dianewilmes@wsdr4.org) with questions.
  - c. Your online reservation should have already been completed
  - d. All fines must be paid
  - e. \$30.00 permit fee is due at this time
  - f. You must bring your valid drivers license
  - g. You must bring a current proof of insurance card
  - h. If these requirements are not met, your online reservation will be cancelled. We do not hold permits for students who have not secured their license yet and permits are not transferable.**