

Innovista Parking, LLC

I, _____, (hereinafter "Customer"), stipulate that this agreement is made by and between Customer and Innovista Parking, LLC, (hereinafter "Innovista"), its legal representatives, heirs, and assignees. Customer agrees that no third party shall be held liable for the performance of any of the terms of this agreement except as otherwise provided by law. This constitutes the entire agreement between the parties and shall be incapable of modification unless in writing and subscribed by parties hereto.

Terms and Conditions:

1. **Duration:** The duration of this contract will be from the undersigned date until a future date determined by Customer's individual status and payment method, as selected by Customer in Appendix A.
2. **Billing:** University of South Carolina-Columbia Campus faculty and staff members paying via payroll deductions will pay for the entire academic year and summer months. Other faculty and staff members will pay a monthly fee. Student fees will cover entire semester(s) paid at the time of signing, with additional fees applied for summer months access. Unaffiliated individual Customers will pay monthly. See and complete Appendix A and any additional documentation necessary.
3. **Vehicle Information:** Customer is required to provide Innovista with current and accurate personal contact information, vehicle description and registration information, and driver's license information. It is Customer's responsibility to notify and keep Innovista updated to any changes to this information. If Innovista is unable to contact Customer due to incorrect information provided by Customer, any fees or penalties that result from the lack of communication will be Customer's sole responsibility.
4. **Access Card:** Contract parking provides Customer with 'in and out' privileges at any time during operational hours via access card. While access is provided for, there is no guarantee of an available parking space. Unauthorized parking in any reserved or otherwise designated space can result in Customer's vehicle being towed. Any Customer using lost, modified, or unauthorized access cards may be subject to towing and/or termination of parking privileges. The cost of a replacement card due to loss or damage will be \$25.
5. **Event Mode:** Contract parking fee does not include access when the garage is in Event Mode outside of the regular business hours during the work week. "Event Mode" is defined as being when vehicles pay entry fees upon entering the garage as opposed to exiting. "Regular Business Hours" are defined as 8 am – 5 pm EST. "Work Week" is defined as Monday – Friday.
6. **Conduct:** Customer that engages in any of the below behaviors may have their parking privileges terminated by Innovista at any time with no refunds of any kind:
 - a. Repeatedly ignoring posted signs and instructions in the garage;
 - b. Aiding or abetting others in the evasion of paying parking fees;
 - c. Engaging in reckless behavior that endangers other Customers, vehicles, or garage staff; or
 - d. Failing or refusing to treat garage staff with professional courtesy.
7. **Liability:** Innovista assumes no responsibility for loss of or damage to any vehicle or its contents for any reason. Vehicles should be kept locked and valuables stored out of sight at all times while in the facility. No employee can vary our liability or accept valuables for safekeeping. Parking in 821 Park Street Garage or 519 Main Street Garage is done solely at Customer's risk.
8. **Termination:** When requesting a cancellation of pre-paid contract parking, agreement will be terminated on the next first day of a calendar month regardless of the cancel date unless otherwise mutually agreed upon by the operator and Customer. In no event shall Customer be entitled to a refund of pre-paid rental where such termination is initiated by Customer.

Customer Signature

Date

For Innovista use only:

GARAGE: _____

ACCOUNT#: _____

CARD#: _____

Innovista Parking, LLC

Customer Access, Billing, and Duration

Please complete all of the information requested on this form and return to the Innovista Parking, LLC office located at 821 Park Street, Columbia, SC 29201. Customer should complete only those fields applicable to them. Contract extends from the abovesigned date until the End Date listed below that corresponds to Customer selections. End Date listed below represents the last day Customer will have garage access.

Garage Selection (Select One)

- ☐ 821 Park Street (Discovery)

☐ 519 Main Street (Horizon)

University of South Carolina Faculty/Staff (Select Access Level and Payment Method)

Access Level	Rate	Payment Method	Duration
☐ Monday - Friday	(\$780/yr)	☐ Payroll Deductions*	End Date: August 15, 2019
☐ Monday - Saturday	(\$1,020/yr)	☐ Monthly Self-Pay	End: Date: Last day of each month
☐ Monday - Sunday	(\$1,200/yr)		

* Faculty/Staff that are using Payroll Deductions must complete Appendix B.

University of South Carolina Student (Select Access Level)

Access Level	Rate	Duration
☐ Monday - Friday	(\$400/semester)	Fall Semester End Date: December 31
☐ Monday - Sunday	(\$425/semester)	Spring Semester End Date: May 31
☐ Monday - Friday	(\$200/summer)	Summer Semester End Date: August 1
☐ Monday - Sunday	(\$225/summer)	

Other (Non-USC Faculty Staff/ Non-USC Student)

Access Level	Rate	Payment Method	Duration
☐ Monday - Friday	(\$100/month)	☐ Monthly Self-Pay	End: Date: Last day of each month
☐ Monday - Saturday	(\$110/month)		
☐ Monday - Sunday	(\$120/month)		

Customer access DOES NOT include access during Event Mode

Innovista Parking, LLC
821 Park Street
Columbia, SC 29201
(803) 777-5341

Innovista Parking, LLC

Registration & Payroll Deduction Authorization Form

University of South Carolina Regular Faculty and Staff Parking

Please complete all of the information requested on this Registration and Payroll Deduction Authorization form and return to the Innovista Parking, LLC office located at 821 Park Street, Columbia, SC 29201.

Regular, Full Time and Part Time Faculty/Staff members may purchase a monthly parking permit via payroll deduction. The monthly rate for 12-month and 9-month University of South Carolina faculty/staff is \$65 and \$86.66, respectively. The monthly parking permit fee will be taken out on a semi-monthly basis.

Once Innovista Parking, LLC receives this completed form, your automatic deductions will be processed and your permit will be issued. Permits must be picked up at the Innovista Parking, LLC office. Permits cannot be mailed.

The Faculty/Staff monthly permit will be valid the first of the month in which the permit was purchased and will remain valid until you submit a written cancellation of this authorization and return your permit to the Innovista Parking, LLC.

Please note that in the event of cancellation, termination, resignation or leave of absence it is the employee's responsibility to return the parking permit to Innovista Parking, LLC in order to stop payroll deductions. Monthly charges will continue until the parking permit is returned. Additionally, Customer understands that the below balance will be owed regardless of early cancellation or cessation of parking.

Employee Name: _____ Department: _____

Last Four of SSN#: _____ E-Mail: _____

☐ 821 Park Street Garage ☐ 519 Main Street Garage

☐ I hereby authorize Innovista Parking, LLC to deduct from salaries due me, pre-tax parking fees currently established at a monthly rate for 12-month and 9-month University of South Carolina faculty/staff. Amount deducted semi-monthly will be based on Customer's access level indicated below. Payroll deduction will be enrolled pre-tax.

☐ Monday - Friday	(\$780/yr)	☐ 12 Month Faculty/Staff
☐ Monday - Saturday	(\$1,020/yr)	☐ 9 Month Faculty/Staff
☐ Monday - Sunday	(\$1,200/yr)	

I understand that this deduction will become effective _____. I further understand that this authorization may be revoked at any time that I cease to use the parking facilities by filing a written revocation request and surrendering the permit to Innovista Parking, LLC.

☐ Cancel this monthly deduction. The parking permit is attached.

Once canceled, deductions will stop at the end of the month in which the permit is cancelled. Once the permit has been returned, and written cancellation has been completed, Innovista Parking, LLC will issue you a temporary parking permit for the remainder of the month. I further understand that interruption of my payroll deduction by the surrender of my parking permit will not entitle me to refund of money unless excess funds were deducted. It is my responsibility to apply for any refunds due me.

☐ There will be a \$25.00 replacement fee for parking permits that have been lost or stolen. I hereby request that a replacement permit be issued, this ____ day of _____, _____.

Signature: _____ **Date:** _____

Innovista Parking, LLC
821 Park Street
Columbia, SC 29201
(803) 777-5341

MiParc Registration

INNOVISTA PARKING, LLC

PERSONAL INFORMATION

Name _____ Billing Address: _____
Email _____
Phone #: _____
Address: _____

Univ. Fac./Staff Dept: _____
Univ. Student
Corporate: _____
SCDOT

VEHICLE 1 INFORMATION

Vehicle Make _____
Model & Year _____
Color _____
License Plate # _____ State _____
Driver's License State _____
Driver's License # _____

VEHICLE 2 INFORMATION

Vehicle Make _____
Model & Year _____
Color _____
License Plate # _____ State _____
Driver's License State _____
Driver's License # _____

OFFICE USE ONLY – MiPARC INFORMATION

Proxy Card # _____
Hangtag Card # _____
MiParc Account # _____
Application Date _____
Effective Dates _____