



Office Use Only

Permit # _____
Color Issued _____
Date Logged in data base _____
Initials _____

Yesler Terrace Parking Permit Registration

NAME: _____

DRIVER NAME (if other than permit holder): _____

DEPARTMENT: _____ JOB TITLE: _____

SHIFT/HOURS: _____ PHONE NUMBER: _____

Employee Patient Medical Staff Volunteer

Regular Visitor (state reason and who visiting) _____

Other (state reason for parking need) _____

	License Plate Number	Color	Make/Model	Year
Vehicle #1				
Vehicle #2				
Vehicle #3				

Additional lines are provided for vehicle identification in the event you intend to use alternative transportation. You will be issued one permit per vehicle. Email this request to Office_Services_list@nwkidney.org.

Please make sure to affix the parking permit (sticker) to the front window on the bottom driver's side. If it is removed, you will not be able to get it to stick again. You will need to return to Office_Services_list@nwkidney.org and request a new permit.

*****If your vehicle information changes at a later date, please notify Office_Services_list@nwkidney.org and complete a new form to be issued a new permit. *****

DISCLAIMER: **I agree not to hold Northwest Kidney Centers responsible for any and all causes of loss, damage or personal injury due to fire, theft, vandalism, parking accidents or other incidents.**

Requester Signature

Date

Requester meets the eligibility criteria on page 2 of this form. Yes No

Yesler Terrace Clinic Director Signature

Date

Eligibility To Receive a Yesler Terrace Parking Permit Sticker

The Yesler Terrace Parking Permit Sticker is not available to all staff because of limited parking at the building. Stickers are available to the following staff working at the clinic daily.

1st Priority: Yesler Terrace clinical care staff whose shift starts when the clinic opens or ends when the clinic closes for the evening (physicians, nurses, dialysis technicians, patient transporters).

2nd Priority: Yesler Terrace clinical staff providing direct patient care whose shift is between 7:00 AM and 8:00 PM (dieticians, social workers, home program clinical staff).

3rd Priority: Yesler Terrace staff who work at the clinic daily but are not providing clinical care to patients (biomed, FSS, security, unit coordinators, home program services coordinators).

Instructions For Completing This Form

1. The requester will fill out all fields in the form and sign the form.
2. The requester will submit this form the Clinical Director of Yesler Terrace for approval.
3. The Clinical Director will confirm that the requester meets the eligibility criteria and will sign the form.
4. The Clinical Director will submit the form to the Office Services email list
[Office Services list@nwkidney.org](mailto:Office_Services_list@nwkidney.org)
5. The Office Services team will process the request and issue a sticker by interoffice mail.
6. The Office Services team will provide a copy of the approved request to Security so that Yesler garage access can be added to the requester's card key.
7. Please allow 7 -10 business days for the entire process to allow time for approvals, processing and delivery of the sticker.