

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

Yesler Terrace Visitor Parking Registration

This form is to be filled out by NKC staff members that are not based out of Yesler but need to park periodically at Yesler for business needs. If you have a yellow parking permit, you do not need to fill out this form. Here are some key points:

1. Prior to using the parking reservation system, you must submit this registration form. Once your registration is processed, your access card will be updated to add the Yesler parking garage.
2. The maximum reservation time is 3 hours.
3. No recurring reservation series are allowed.
4. Park in any available space on the lower parking level (P2 employee parking).
5. Display the reservation acceptance on the dashboard of your car.

DRIVER NAME: _____

DEPARTMENT: _____ JOB TITLE: _____

PHONE NUMBER: _____

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

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

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

Instructions For Completing This Form

1. The requester will fill out all fields in the registration and sign the form.
2. The requester will submit this form to the Office Services email Office_Services_list
3. The Office Services team will process the registration.
4. The Office Services team will email a copy of the registration to the Security email Security_list so that Yesler garage access can be added to the requester's card key.
5. Please allow 5 business days for the process to be completed.