

Suggested Carpool / Vanpool Rules for Site Plan Buildings

Subsidized car/vanpool permits are issued monthly. Sign up 30 days before the subsidy starts to allow for administration. (or by xx date of the month preceding)

Subsidy will be paid at the rate specified in the site plan for the building.

Permit is issued only to one person in the building and is to be shared by the members of the pool. Permit will be charged to the person receiving it.

Permit is to be displayed on the vehicle parked in the garage. If a space is reserved for the permit number, you must park in that space.

Participants must notify the building manager if they decide to drop out within 10 days.

Participants must give correct contact information to the program administrator.

Participants must work out their own arrangements for sharing costs such as: cost of permit, gas, who drives, etc.

No penalty for illness, medical appointment, or special event where one participant has to drive alone for one or two days in a month. However, this individual will have to pay to park their own vehicle. Building management expects participants to pool most of the time.

No penalty for telecommuting one day a week or compressed work schedule (four day week).