

Avoiding a Citation (Basic Tips)

- Be sure the permit you are displaying is valid for the area you are parked.
- Make sure your entire permit is clearly displayed.
- Be sure to park in a marked parking space.
- Be aware of any restrictions that may apply to the area or space that you are parked.
- Make sure your meter or pay stall fee is paid.
- Remember to always clearly display your pay stall slip on the dash of your vehicle.
- Carry extra quarters in your vehicle for meters.
- Notes left on vehicles and Hazard Lights are NOT honored in lieu of parking in a designated space, displaying a valid permit or payment at meters/pay lots.
- If you have any questions regarding UCSC parking regulations, please contact TAPS or the Parking Enforcement division of the Police Department.

Helpful Contacts



Police Department/Parking Enforcement

(831) 459-2231

police.ucsc.edu/services/parking

Business Hours

Monday - Thursday

9am—11:30am & 12:30pm—3:30pm

Transportation and Parking Services

Sales Office (Parking Permits)

(831) 459-4543

taps.ucsc.edu

Traffic and Parking Regulations

police.ucsc.edu/service/parking/parkreg.html

Pay or Contest a citation online

paymycite.com/ucsc

Contact us in-person, online or over the phone:
Located at the Emergency Response Center
Website: police.ucsc.edu
Phone Number: (831) 459-2231

UC Santa Cruz Police Department



Parking Enforcement



General Information For:

- **UCSC Parking Enforcement**
- **Avoiding a Citation**
- **Citation Payment**
- **Contesting a Citation**

Parking Enforcement Officers



Parking enforcement officers are part of U.C. Santa Cruz Police Department and hold positions of non-sworn personnel. Their primary duty is campus enforcement of the parking regulations of UCSC as well as any California state parking regulations that may apply to the campus.

Parking Officers also perform such duties as:

- Traffic control during large events
- Assisting the public
- Towing of vehicles
- Assist Police Department personnel and Police Officers as needed
- Reporting suspicious or criminal activity to Police Officers

General Information

Parking regulations are enforceable 24 hours a day, including weekends, holidays, finals weeks, quarter breaks and summer. Because parking on campus is limited, parking regulations are strictly enforced.

In most parking lots, permits are required Monday-Friday, 7:00 AM to 8:30 PM. In some lots, permits are required for extended hours so it's important to **read the signs at the entrance to the lot** before parking.

If you need to *temporarily* park outside of a marked parking space to load or unload you will need to call the Police Department immediately to avoid a citation. Call (831) 459-2231 for authorization prior to leaving your vehicle and be prepared to give the vehicle's location, description and license plate number.

No more than 30 minutes will be approved in any time zone or other parking space. Loading/Unloading Passes for moving in or out of your campus residence are available from your college housing office.

Approval for parking in Fire Lanes, Restricted/Reserved spaces, ADA/Medical spaces, Construction Areas and areas that may cause a Roadway Obstructions will **NOT** be given (other restrictions may apply).

Paying or Contesting a Citation

Timeline

21 Days: Due date for Payment, Courtesy Void or Contesting a Citation.

21st Day: Courtesy notice (not required) mailed and a 14 day grace period begins prior to assessment of late fee.

35th Day: Citation now delinquent and late fee applied. (*Delinquent citations can not be contested*)

Citation Payment Options

Online: paymycite.com/ucsc (*Credit or ATM cards*).

By Mail: Mailed to UC Santa Cruz Parking Citations, 1156 High Street, Santa Cruz, CA 95064 (*Check or Money Orders only*).

In Person: UC Santa Cruz Parking Citations, 1156 High Street, Santa Cruz, CA 95064 (*Check, Cash or Money Orders only during business hours*).

Contesting a Citation

Online: paymycite.com/ucsc

By Mail: Mail your documentation to UC Santa Cruz Parking Citations, 1156 High Street, Santa Cruz, CA 95064.

In Person: UC Santa Cruz Parking Citations, 1156 High Street, Santa Cruz, CA 95064 (*During business hours*).