

## 1.0 PURPOSE

This policy establishes the criteria and steps for obtaining free night/weekend after hours parking at the Regional Garages/Lot located at 1950 Franklin, 1800 Harrison and 2000 Broadway.

## 2.0 POLICY

To provide free parking to employees at night, weekends and holidays at the 1950 Franklin, 1800 Harrison and 2000 Broadway.

## 3.0 DEFINITIONS

Night/Weekend Parking Card. Allows free parking between 4:00 P.M. - 4:00 A.M. on weekdays and after-hours parking nights and weekends.

RESPONSIBLE PARTY

## 4.0 PROCEDURES

EMPLOYEE

4.1 Request application by emailing [NCALRegionalparking@kp.org](mailto:NCALRegionalparking@kp.org)

4.1.1 Completes form on-line and emails back to mailbox for processing.

REGIONAL PARKING DEPARTMENT

4.1.2 Must have KP ID badge to program.

EMPLOYEE

4.2 To cancel night parking, notify Regional Parking,

4.3 If night card is not used for 3 months, access will be removed from your badge.

4.4 Full-sized vehicles should not be parked in compact stalls.

4.5 Must park vehicle between inner lines of parking stall.

4.6 Backing in okay EXCEPT 1950 garage which is prohibited.

4.7 Cannot store leave vehicle overnight or store vehicle in garage.

4.8 Cannot leave pets in unattended vehicle.

4.9 Warning on first infraction. Repeat offenders may be ticketed and/or towed by the Oakland Police Department.

REGIONAL PARKING DEPARTMENT

Website: <http://ncalrbo.kp.org>