

**NORTH SEATTLE COLLEGE
EMPLOYEE CARPOOL APPLICATION**

Employees who carpool to campus or the surrounding vicinity are eligible to receive a discounted parking permit. Other benefits, including the Free Parking Vouchers, may also be available for qualified carpoolers. The ORCA card is also available for \$51 to registered carpooler PASSENGERS ONLY, that pay the \$10 TMP fee. Please read the following requirements prior to completing this application:

- (1) Each carpool requires a minimum of two (2) persons of driving age. Commuting with a child to daycare does not constitute a carpool under our carpool program and the Commute Trip Reduction policy.
- (2) The primary driver must be a permanent employee of NSC. The parking fee, as well as the \$10 TMP fee, will be deducted from the paycheck of the driver. If the passenger is also a FT NSC employee, the \$10 TMP fee will be deducted from their paycheck.
- (3) Only one parking permit will be issued to the primary driver.
- (4) The carpool rider, if they are a FT employee of NSC, is eligible to purchase the Employee ORCA card, and receive 4 free parking vouchers.
- (5) Members of the carpool must be carpooling to NSC Campus or the vicinity at least four (4) days a week.
- (6) Please return completed form to NSC Transportation office located at the cashier window on the second floor of the CC Building. Please allow 3 working days for processing.

PRIMARY DRIVER _____ EMPLOYEE SID _____
Last First MI

HOME ADDRESS _____
Street City Zip Code

FOR CARPOOL PASSENGER ONLY:

IN ADDITION TO THE 4 PARKING VOUCHERS, I CHOOSE TO PURCHASE THE ORCA CARD AS WELL _____

****Note—NSC employees who are carpool passengers must pay the \$10 TMP fee in order to receive the free parking vouchers. To receive an NSC Employee ORCA Card, the carpooler must complete an ORCA Card Payroll deduction form, or a Quarterly Transportation Form.**

PASSENGER _____ DIV/MAILSTOP _____
Last First MI NSC Employee ONLY

HOME ADDRESS _____
Street City Zip Code

If you are not an employee of North Seattle College, please also complete the following:

COMPANY _____ PHONE (W) _____

COMPANY ADDRESS _____
Street City Zip Code

TERMS / CONDITIONS

Our signatures below indicate that we have read and agreed to abide by the above requirements and all NSC parking/traffic rules and regulations. Our signatures also indicate that you are pledging to be members of the above carpool and you will notify NSC Transportation Services for any changes in the carpool. Failure to comply with NSC parking/traffic rules and regulations and/or misuse/abuse of the carpool program will result in suspension of all transportation privileges and possible impoundment of vehicles.

DRIVER'S SIGNATURE _____ DATE _____

RIDER'S SIGNATURE _____ DATE _____

NSC Transportation Services* 9600 College Way North * 206-934-0060 * NSCTransit@seattlecolleges.edu