

# UNM Parking & Transportation Services Event Support Request



**Return this form to  
Parking & Transportation Services  
MSC01 1180  
phone [505] 277-9557  
fax [505] 277-1709**

Sponsoring Organization: \_\_\_\_\_

Event Coordinator Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Location of Event (please be specific): \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_ Time: \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_

## University Approval

- REQUIRED**       **NOT REQUIRED**
- |   |  |
|---|--|
| <input type="checkbox"/> UNM Police Dept. Approval<br>277-2241  | <input type="checkbox"/> UNM Activities Approval<br>277-4706     |
| <input type="checkbox"/> UNM Fire Marshall Approval<br>277-4076 | <input type="checkbox"/> UNM Johnson Center Approval<br>277-2241 |
- Notes: \_\_\_\_\_

## Resources Requested

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Shuttle Service | <input type="checkbox"/> Day/Week Temp Permits       | <input type="checkbox"/> Traffic Control   |
| Pick-Up Time: _____                      | <input type="checkbox"/> Cones/ Barricades           | <input type="checkbox"/> VIP Parking       |
| Location: _____                          | <input type="checkbox"/> Bus Parking                 | <input type="checkbox"/> Meter Bags        |
| Destination: _____                       | <input type="checkbox"/> Validated Parking           | <input type="checkbox"/> No Cite Zone*     |
| Return Time: _____                       | <input type="checkbox"/> Personnel/ Parking Officers | <input type="checkbox"/> Whole Lot Rental* |
| Location: _____                          | Notes: _____   |  |
| Destination: _____                       | _____  |  |

*\*provided at P&TS discretion only*

## For Office Use Only

- |   |   |
|---|---|
| <input type="checkbox"/> Payment Received | <input type="checkbox"/> Resources/ Personnel # |
| <input type="checkbox"/> CT Updated       | <input type="checkbox"/> Bill                   |
| <input type="checkbox"/> Confirmed        | <input type="checkbox"/> _____                  |