

CONTRACTOR PARKING REQUEST FORM (EVANSTON ONLY)

Project Manager: Please complete **Project Information** and **Facilities Approval** portion of this form

Project Information

Project Address	
Start Date	Completion Date
Facilities Project Manager	Phone

Contractor: Please complete Contractor Information & Vehicle Information. Sign & Date
 Email it back to the the Project Manager
 Allow 1-3 business days for processing
 Pick up permits at the Parking Office
 1841 Sheridan Road, Evanston, IL 60201
 Phone: 847-491-3319 Business Hours: 8:00am-4:00pm Monday-Friday

Contractor Information

Name		
Address		
City	State	Zip
Phone		
Company Name		

Vehicle Information

Make	Model	Year
License Plate Number		State
Owner's Signature		Date

FACILITIES APPROVAL	
Authorization Signature	Print Name
Phone	Email

Project Manager: Please verify form is completed correctly and email to parking@northwestern.edu for processing

PARKING OFFICE ONLY	
Permit Number	Expiration Date
Contractor Permit	(one per project)
Contractor Lot	
N Permit	w/Service Permit