

STAFF CAR SHARING SUPPLEMENTARY FORM

THIS FORM SHOULD BE COMPLETED JOINTLY BY THOSE INVOLVED IN A CAR SHARING SCHEME

(Please note that if more than one person brings their car into any University Car Park on a particular day, only the first person to enter will be allowed to do so using their card, the rest will have to take a daily ticket & pay.)

Complete details below for EACH driver involved in Car Sharing Scheme. If required use multiple forms

TITLE: **SURNAME:** **FORENAME:**
(Mr/Mrs/Ms/Miss/Dr/Prof)

FACULTY/DEPARTMENT: **STAFF NO:**

STAFF CARD KEY NO: **HOME CAMPUS LOC:** **CONTACT TEL NO:**
(Between magnetic strip and edge of card)

VEH REG NO: If you change your vehicle/registration number please notify us immediately

TITLE: **SURNAME:** **FORENAME:**
(Mr/Mrs/Ms/Miss/Dr/Prof)

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NOTE: WHEN COMPLETED THIS FORM SHOULD BE RETURNED TO CAR PARK & TRAFFIC MANAGEMENT OFFICE ALONG WITH RELEVANT STAFF PERMIT APPLICATION FORMS
(COLERAINE - H116; JORDANSTOWN AND BELFAST – 10A01B; MAGEE – MD004)

OFFICIAL USE ONLY

Approved: **Date:**
(Name & Title)