

VEHICLE REGISTRATION

All faculty, staff, and students who operate and/or park a motor vehicle on campus are **required** to register them with *Parking Services in the Welcome Center*, and notify them if the vehicle changes.

Registration Information:

- *Parking Services* is open Monday/Friday from 8:00 a.m. - 5:00 p.m. (excluding college holidays)
- Failure to register a vehicle or properly display decals will result in a fine of \$35.
- Temporary permits can be obtained from *Parking Services* at the Welcome Center for a maximum period of two weeks. Charges may apply for extended requests.
- The college honors all **state issued** handicap permits.
- Temporary medical permits may be issued, based on requests from Berry Health Services or from a licensed physician. **Temporary medical permits are valid for faculty-staff spaces only, and do not allow parking in Handicapped spaces.**
- Providing false registration information will result in disciplinary action by the college.
- **The college assumes no responsibility for damages to or loss of any vehicle, including its contents, at any time it is operated or parked on the campus.**

DECAL INFORMATION

Parking decals remain the property of Berry College.

Expired decals must be removed before applying current decals.

When registering a new vehicle during the academic year, current decals, if any, must be turned in to the Parking Services in the Welcome Center in order to avoid another registration fee.

The person registering the vehicle is responsible for all parking violations by that vehicle. Moving violation tickets are charged against the driver.

It is **required** that you affix both decals to your vehicle properly:

- **Electronic barcode decals** will go on the *inside* of the *front* windshield, *driver's side*.
- **Red student and gray F/S decals** go on the *outside* of the *back* windshield, also on the *driver's side* of the vehicle.

RFID ENTRY

Vehicles with RFID decals may enter through the main entrance or service road gates. Drivers will stop at the white line until the gate opens.

One vehicle per gate cycle. The gate closes after every vehicle. Visitors and cars without the RFID decal must enter through the visitor's side of the Welcome Center and show their driver's license.

Do not let other vehicles onto campus through the electronic decal gates.



TRAFFIC CODE

The contents of this Traffic Code are applicable to **ALL** persons, including students and faculty/staff, operating and/or parking a motor vehicle on the Berry College campus. These regulations should be considered a part of the terms and conditions accepted by all persons when receiving permission to operate or park a motor vehicle on this campus. Only street legal motor vehicles are allowed to operate and be registered on campus.

Drivers are expected to know the substance of the Georgia Traffic Code, Title 40, Berry College traffic regulations, and how to operate vehicles in accordance with them and the traffic control devices placed around the campus.

Appeals

The Berry College Traffic Appeals Panel is appointed by the college president and consists of students, faculty, and staff members. They are continually working to improve traffic and parking facilities and conditions on campus. Tickets may be appealed **only** within five (5) business days of issuance.

Decisions by the Traffic Appeals Panel are final and cannot be re-appealed.

Appeal forms can be found on Viking Web within the Forms & Reports Section. Any problem or suggestions to improve parking or traffic on campus should be directed to *Parking Services* at 706-368-6999 or ndobbs@berry.edu

BASIC PARKING/TRAFFIC RULES

- Do not park in the street at any time. Emergency flashers **do not** authorize illegal parking.
- **Park only in lined spaces.** Do not park in reserved or unmarked spaces. Do not park in fire lanes.
- Do not park or drive on the grass, landscaped areas, or sidewalks.
- **Never park in handicapped spaces without a state issued permit, no matter how brief. (\$100 fine, no exceptions, no excuses)**
- Visitor spaces are reserved for official college guests only.
- The college reserves the right to close any parking area for college purposes. Do not move or drive around any police barricade or traffic cone.
- It is your responsibility to find a legal parking space.
- Observe time limit spaces.
- Frequent Violator fines are a minimum of \$100.
- Obey all traffic signs (stop, yield, etc.)
- Speed limit on campus is 25 mph unless otherwise posted.
- Yield to pedestrians in crosswalks.
- Rain or inclement weather **will not** alter any of the provisions of these regulations.

MISCELLANEOUS

Reserved Faculty/Staff spaces are enforced from 7:30 a.m. – 5 p.m., Monday-Friday unless otherwise posted. Faculty/Staff spaces are marked with signs at the entrance to lots **and/or** with letter designations on the space itself (“F/S”).

Other than a few time limit spaces, there are no student parking spaces around the Academic Buildings. *These time limit spaces are enforced from 7:00 a.m.-5:00 p.m., MondayFriday unless otherwise posted.*

Time limit spaces at the residence halls are enforced 7 a.m. - 1a.m., excluding weekends (Friday 5pm- Sunday 5pm).

Other than a few time limit spaces, there are no other student parking spaces around the Krannert Center. *These time limit spaces are enforced from 7:30 a.m.-5:00 p.m., MondayFriday.*

The Cage Center parking lot is open parking for all Students, Faculty, Staff, and Visitors.

Upon receiving a 5th citation in an ***academic year*** the offender will be designated a frequent violator. All frequent violator fines are a minimum of \$100 each. Any further violations may result in booting of vehicle, and the owner referred for campus judiciary sanctions.

All fines will be accessed against payroll checks or charged to your personal account. Non-payment may result in non-issuance of grades, transcripts and degrees, vehicle impoundment or booting, revocation of driving/parking privileges, and/or further campus disciplinary action.

MOTOR VEHICLE ACCIDENTS

All motor vehicle accidents shall be reported to the Berry College Police Department, no matter how slight the damage.

Speeding Fines

Less than 20 mph over posted limit (\$50)

20 mph and over posted limit (\$75)

NOTICE

The privilege to operate and/or park a motor vehicle on campus is granted by the college and may be revoked by the Chief of Police or the Dean of Students.