



Departmental Validation Ticket Request

Department/School: _____

Contact Name: _____

Contact Number: _____

Contact Email: _____

| Quantity | Cost | Type | Description |
|---|------------|-----------------------------|---|
| <input type="text"/> <input type="text"/> <input type="text"/> | \$8.00 ea. | Green Daylight | Valid to cover parking from 5am to 2am |
| <input type="text"/> <input type="text"/> <input type="text"/> | \$5.25 ea. | Blue Night / Weekend | Valid to cover parking after 5pm to 2am or All day Sat or Sun |
| <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | No Charge | Affiliated Rate | Valid to reduce from Event Rate to normal Hourly or Flat Rate |

**Per University policy, All Validation tickets expire after 1 Year
Instructions for use are printed on the back of each ticket**

Reason for Request: _____

Method of Payment:

Journal Entry: **110010** - _____ - _____ - _____

P-Card: Bring to Office at Pickup/ **Will need PIN to complete transaction**

Please allow at least 1 to 2 Business Days for Request to be processed. An email will be sent to the contact email account when order is available for pickup at the Parking and DU Card Office at Room 210 of Student Union.

For Office Use Only

Total Cost:

$$\begin{array}{|c|c|c|c|} \hline \square & \square & \square & \square \\ \hline \square & \square & \square & \square \\ \hline \end{array} \times \begin{array}{|c|} \hline \square \\ \hline \square \\ \hline \end{array} = \begin{array}{|c|c|c|c|} \hline \square & \square & \square & \square \\ \hline \square & \square & \square & \square \\ \hline \end{array}$$