



University of Nebraska-Lincoln Carpool Program

The University of Nebraska-Lincoln carpool program is intended to assist faculty and staff with their daily commute. This program is administered through Parking and Transit Services Office, and open to regular faculty, staff currently employed at the University and who live off campus.

Purpose

- Reduced Permit Fees – The cost of a parking permit is distributed between the members in the carpool.
- Shared Expenses- Participants save money, prolong vehicle maintenance, and reduce gasoline purchases.
- Relaxation- Carpooling provides time to relax when the driving is shared.
- Reduced Pollutants- The reduction of vehicles on the highways and roads means fewer pollutants are released into the atmosphere.

Policy

Participants

Carpool groups consist of a minimum of **two (2)** members. Additional members are welcome and strongly encouraged. Each carpool participant must be registered with the group. Registered members must be regular full time, benefits eligible UNL faculty or staff. Registered members are required to work compatible day-shift schedules on the either campus. Spouses and cohabitants that share the same address are excluded from the carpool program.

All carpool members are responsible for knowing and complying with the parking regulations on campus, including carpool regulations

Permit/Space

All vehicles must be registered to the carpool permit. Carpool permits are not interchangeable between carpool groups. Only one University parking permit is issued per carpool, and only one of the registered vehicles may be parked in the designated space at any time. Carpool members are not eligible to purchase any other University of Nebraska-Lincoln parking permits except daily permits.

Each carpool will be assigned a reserved space within a designated parking lot or garage. The carpool may make a request for a specific non-reserved or reserved faculty staff parking lot; however not all parking lots are available for the carpool. Parking lots excluded from but not limited to the carpool are F10 lots, F12 lots, F11, other reserved parking areas may be excluded based on availability.

The cost of the carpool permit is the price of a regular non-reserve parking permit plus \$40 for 10 pack of daily scratch off permits. The daily scratch permits can be divided between carpool members to use in the occasions that the members have to drive separately. All members of the

car pool share the permit price. Payment is through payroll deduction; the cost of the permit will be divided by the number of members in the carpool and will receive the deductions in her/his paycheck.

Motorcycles, motor scooters, and mopeds are excluded from the carpool program.

Changes to the Carpool

The Parking and Transit Services Office must be immediately notified of any change to a carpool status. If a carpool member drops out of the carpool, the remaining person/people will have 15 days to recruit another member. If the carpool dissolves, members are required to return the carpool permit and purchase regular permits at the prorated cost.

Any type of falsification or improper use of a University of Nebraska parking permit or persistent violations are grounds for citations, impoundment of vehicle, or revocation of parking privileges for a faculty, or staff. Any University parking citations from carpool members are the responsibility of the owner of the vehicle that the citation was issued to.

Obtain a permit

- Individuals wishing to become part of the carpool program can inquire about lots/garages available.
- A carpool application must be completed and returned by one member of the carpool.
- All members of the carpool must be employed with the University of Nebraska-Lincoln as regular full time, benefits eligible faculty or staff and live off campus. Spouses and cohabitants are excluded.
- After acceptance each carpool member must complete a permit application (all vehicles used by carpool members must be included on the application).
- If a carpool is started after the beginning of the permit cycle, a prorated amount will apply to the remaining price of the carpool permit.

University of Nebraska-Lincoln Carpool Application

Date _____

Please complete the following information for each member of the carpool. After the carpool is approved, each member will be required to complete a registration.

Carpooler 1	Office Use Only
Last Name _____	Outstanding _____
First _____	Citations _____
NU ID _____	_____
Home _____	_____
Address _____	Employee _____
<div style="display: flex; justify-content: space-between; font-size: small;"> City State Zip Code </div>	Status _____
Working Hours _____	_____
Phone _____	_____
_____	_____

Carpooler 2	Office Use Only
Last Name _____	Outstanding _____
First _____	Citations _____
NU ID _____	_____
Home _____	_____
Address _____	Employee _____
<div style="display: flex; justify-content: space-between; font-size: small;"> City State Zip Code </div>	Status _____
Working Hours _____	_____
Phone _____	_____
_____	_____

Carpooler 3

Office Use Only

Last Name				Outstanding	_____
First				Citations	_____
NU ID					_____
Home					_____
Address				Employee	_____
	City	State	Zip Code	Status	_____
Working Hours					_____
Phone					_____

Carpooler 4

Office Use Only

Last Name				Outstanding	_____
First				Citations	_____
NU ID					_____
Home					_____
Address				Employee	_____
	City	State	Zip Code	Status	_____
Working Hours					_____
Phone					_____

Please refer to the parking maps for City and East Campuses <http://parking.unl.edu/maps> to request a space. The location of the signed carpool parking spaces will be determined based on the ease of installation of a post and sign.

Location 1 _____

Location 2 _____

Location 3 _____