

Dear Parents and Students of Bingham High School,

Beginning **July 11, 2018** Bingham High School will begin selling 2018-2019 parking permits to seniors. Please note the new changes in the parking permit process.

### **Senior-Only Window**

Permit sales will be **limited to seniors-only** from **July 11<sup>th</sup> – August 10<sup>th</sup>** between the hours of 8:00 AM – 2:00 PM. Permits for seniors may be paid at the Main Office during the purchasing window. Online payments may be facilitated by special request during the purchasing window. Please contact the Main Office at 801-256-5100 for details and instructions regarding online payments.

### **Remaining Permits and Waiting List**

**Between July 16 - August 9, 2018, Juniors may come to the Main Office and enter their names for a drawing in which any remaining parking permits will be issued after the *Senior-Only Window* closes.** Students should bring a valid driver's license, if they have one, at the time of entry. **The deadline for entries is August 9, 2018 at 2:00 PM.** Students entering the drawing will be issued a unique identification number (UID). At the time of the drawing one UID will be drawn to determine where the point of permit sales will begin. Because the UID selection is a random process, the order of entry is irrelevant. For example, if we determine that 200 permits are available after the *Senior-Only Window* closes, and we draw entry #151, then entries #151-351 will be allowed to purchase permits. Entries #352-150 will become the waiting list. **Those students whose UID qualifies them for a permit must purchase their permit between 7:00 AM and 3:00 PM from August 13 - August 22, 2018.** Students with a qualifying UID, who will have a driver's license issued, and are present for permit purchase before our office closes on August 22<sup>nd</sup> will be eligible for a permit. All unclaimed qualifying UID numbers will be void on August 22, 2018 after 3 PM. Those students who do not have a qualifying UID will be placed on the waiting list.

In order to increase safety and avoid overcrowding in the parking lot, Bingham High School will only be selling **850 permits** this school year. Once the 850 permits are sold, whether exclusively to seniors, or split between Juniors and Seniors, no more will be offered for sale. Parking lot capacity will be monitored during the year and additional permits may be offered for sale. Students who were not able to purchase parking permits will be placed on a waiting list and notified if and when they become available (see *Remaining Permit and Waiting List* process above).

### **Requirements for Permit Purchase**

Everyone wishing to purchase a parking permit **must have the following in their possession:**

1. **A permit application with parent signatures *completed in advance*;**
2. **A valid Driver's License for student driver obtaining permit must be shown at the time of permit purchase;**
3. **A license plate or temporary license number for car listed on permit;**
4. **A \$20 permit fee;**
5. **Confirmation that all outstanding fees and fines have already been paid in full;**
6. **Confirmation that all outstanding parking tickets have been paid in full, prior to parking permit purchase**
7. **Only one permit per household will be issued.**

### **Ineligible Students**

Sophomore students are not eligible for parking permits. Junior or Senior students who will not have a driver's license issued by the August 22, 2018 provisions listed above, or who have a birthday on August 23<sup>rd</sup> or afterwards will not be eligible for a permit. However, they may use the *Remaining Permit and Waiting List* process above. Once eligible, these students should bring their driver's license information to the Main Office, at which time their UID will be activated and they will be eligible for a permit, when and if permits become available. Although permits will not be reserved for ineligible students, their position on the waiting list will be preserved for subsequent permit releases as they occur.

If you have any questions, please call the Main Office at 801-256-5100. Thank you for your attention and understanding in this matter.

Sincerely,  
Bingham High School Administration