

Event Parking Reservation Fee Schedule

Effective: FY24

Base Fee: \$75 (for all events – minimum fee)

Standard rate for all event parking reservations on any UTRGV parking lot. Includes:

- Parking lot reservation coordination between requestor and P&T staff, and among P&T staff.
- Placement of barricades, cones, and other items necessary to block off the parking lot.
- Labor for up to 1 hour – a Parking Enforcement Attendant (PEA) will be assigned to patrol the area for up to 1 hour from 30 minutes before and 30 minutes after start time.

Parking Space Use Fees:

Duration	Zone 1/Zone 2/Visitor	Zone 3*
Up to 4 hours	\$0 for 0 -10 spaces \$50 for 11-50 spaces \$100 for 51-100 spaces \$150 for 101-200 spaces	\$0 for 0 -10 spaces \$100 for 11-50 spaces \$200 for 51-100 spaces \$300 for 101-200 spaces
Over 4 hours	\$0 for 0 -10 spaces \$100 for 11-50 spaces \$200 for 51-100 spaces \$350 for 101-200 spaces	\$0 for 0 -10 spaces \$200 for 11-50 spaces \$400 for 51-100 spaces \$700 for 101-200 spaces
\$20/hr.^	PEA Hourly Rate, per PEA (for any time a PEA is needed beyond 1 hour) ~	

* Starting at 8 am and includes all hours that the particular space is blocked off for exclusive use. Anything over 200 spaces a temporary parking permit will be assigned, spaces over 200 will not get blocked off. A \$1 per day fee will apply for a one day temporary permit. Anything longer will require a fee per vehicle expected to park for the special event consistent with the temporary permit rate fee.

^ Minimum time billed will be 1 hr.

~ The number of PEAs will be determined by the size of the lot and number of spaces reserved.

Example 1:

The Astrology Department would like to reserve 20 Zone 3 spaces in lot E16 in Edinburg for their annual colloquium. The event is on May 9, from 3:00 pm – 5:00 pm. They do not need a PEA.

Base Fee: \$75
Use Fee: \$100
TOTAL COST: \$175

Example 2:

The Department of Magical Creatures would like to reserve 150 Zone 1 spaces in lot B1 in Brownsville for a presentation open to the public. The event is on November 17, from 5:00 pm – 10:00 pm. The department has requested that 2 PEAs be present until 7 PM.

Base Fee: \$75
Use Fee: \$350
PEA: \$80
TOTAL COST: \$505

Conference Permits:

- I. All attendees of a conference, seminar, or workshop must display a parking permit while parked on any UTRGV campus. Permits may be purchased online by visitors at www.utrgv.edu/myparking.
- II. Visitor Permits are free up to 3 days. Thereafter, \$1 per day, or \$5 per week per vehicle. Visitor parking permits are valid in any Visitor, Zone 1 or Zone 2 parking space.
- III. Departments may make payment for attendees by providing an email to parking@utrgv.edu with the number of permits that are needed, visitor's full name and the department project name and project number.