Departmental Ramp Validation Request Form
St. Cloud State - Public Safety - Parking & Transportation

Section 1: To be completed with information about the person submitting the request.

Instructions:

Submit ramp validation sticker requests at least two (2) weeks in advance. Each field below must be completed to ensure the request is fulfilled in a timely manner.

Late or incomplete applications may delay processing. Rush requests may incur additional charge of $5.00 (per sheet) to invoice or cost center chargeback.

Ramp validation stickers must be placed directly onto a ramp entry ticket. Validation stickers cannot be placed on a cellular device, non-ramp entry ticket or placed directly into the machine.

Contact Person:	**Phone Number:**
Department:	**Cost Center #:**
Start Date:	**End Date:**
Is this request for an event?	**Event Name:**

How many validation sheets? [40 per page]:

Est. Attendance:	**Expected # of vehicles:**

**NOTE: General departmental use validation stickers will expire at the end of the current fiscal year

Comments:

Please return completed form to Parking Services via email at parking@stcloudstate.edu.

ST. CLOUD STATE UNIVERSITY