



# Extended Parking Notification Form

MIT permit holders who are on Institute business for up to two weeks may leave their vehicles in their assigned area. **You must designate an emergency contact and give that person your car keys.**

## Applicant Information

LAST NAME	FIRST NAME	MIDDLE INITIAL	MIT ID #
DEPARTMENT			
MIT ADDRESS	EMAIL ADDRESS	PHONE NUMBER	

## Vehicle Information

MIT Permit #	State	Plate #	Year	Make/Model

PARKING LOCATION

## Extension Dates

DEPARTURE DATE	RETURN DATE
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## Emergency Contact Information

LAST NAME	FIRST NAME	PHONE NUMBER
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Does your emergency contact have a copy of your keys? (check one):  YES  NO

## Signature

APPLICANT'S SIGNATURE	DATE
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Submit this form in person or by mail to the Parking & Transportation Office.



Parking & Transportation Office  
 Massachusetts Institute of Technology  
 77 Massachusetts Avenue, Building E17-106  
 Cambridge, MA 02139

T: 617-258-6510  
 F: 617-258-6357  
 E: commuting@mit.edu  
 web.mit.edu/parking

Hours: M-F, 8 AM - 6 PM