

# Facilities Ancillary Services Best Practice

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## Nanaimo Campus – Parking & Towing

### INTRODUCTION (Purpose and Importance)

Pay parking is in effect at Vancouver Island University, Nanaimo Campus 6 days per week Monday through Saturday 08:00 to 20:00 hours. On Statutory holidays and Sundays pay parking is not enforced.

### Parking Contractor

- Parking at Vancouver Island University Nanaimo Campus is operated through WestPark ([viuparking@westpark.com](mailto:viuparking@westpark.com)). The Parking Office is located in Building 315, Room 110 and is open 8:30 am – 3 pm, Monday through Friday. The Parking Office main telephone number is 250-740-6512. Afterhours including weekends, evenings, or holidays dial 250-753-3812.

### Parking

- All vehicles parked within Vancouver Island University parking areas must display a valid parking permit.
- Drivers must read the signs that designate parking lots to ensure they have parked in a valid lot for their permit or dispenser ticket.
- Parking is permitted only in designated, marked parking stalls. No parking is permitted in fire lanes, loading zones, along yellow lines, areas designated for special use, along roadways or on landscaped areas or lawns.
- Parking is limited and on a first-come, first-parked basis; alternate forms of transportation such as public transit, carpooling, cycling, and walking to campus are recommended.
- Parking permits are available from the Parking Office or can be ordered online for pick-up at the Parking Office.

### Monitoring, Enforcement & Towing

- The lot is monitored on a regular basis to ensure compliance with the parking regulations. Vehicles that do not display a valid permit or ticket may receive a violation notice. If a vehicle has multiple notices outstanding, it is subject to towing.
- Forged parking permits or dispenser tickets will be towed on the first offense.
- There is no overnight camping in parking lots or on roadways; violators may be subject to towing.
- Hourly receipts will be given a 15 minute grace period before a violation notice is issued.
- Mid-Island Towing performs all towing services on Campus, telephone 250-758-1728.

### Security and Liability

- Any motor vehicles parked, operated, or driven on Vancouver Island University Campus shall be solely at the risk of the owner and the operator. Vancouver Island University shall not be liable for any theft or damage occurring to any motor vehicle, vehicle contents, operator, or any other person.