Rules and regulations for the Chicago campus have been developed with recommendations from the Parking Committee and the University Central Administration. The committee consists of representatives of the faculty, staff, and student body. The Chicago campus parking policy was developed to:

- Ensure that current facilities allow maximum capacity and are allocated for use in the best interests of the University and its affiliates, including employees, students, patients, and area visitors
- Ensure an equitable assignment of all available University parking spaces

## Chicago Campus Parking Facilities

**A-LOT**
Abbott Hall Surface Lot
710 N. Lake Shore Drive

**C-LOT**
Huron-St.Clair Self Park
222 E. Huron

**D-LOT**
Erie-Ontario Self Park
321 E. Erie

**E-LOT**
275 E. Chestnut Self Park

### Apply Online for Evening/Weekend Permit

Apply online for an Evening/Weekend Permit by visiting www.northwestern.edu/uservices/transportation/parking/weekend.htm or scanning the QR Code to the right.

Smartphone users: Use your QR Reader application to go directly to the online enrollment form.

Evanston campus parking is handled by Northwestern University Police: www.northwestern.edu/up/parking
**Permit Types**

**Evening/Weekend** permits allow parking from 4:00 pm to 8:00 am, Monday through Friday, for 24 hours on Saturdays, Sundays, and University holidays.

**Weekend Only** permits allow parking in the A-Lot from 5:00 pm Friday to 8:00 am Monday or in the Erie-Ontario Self Park (D-Lot) from 4:00 pm on Friday to 8:00 am on Monday.

**Commuter Access** permits allow unlimited parking access to the assigned garage. However, storage of a vehicle for over 24 hours is not permitted.

**Carpool** permits are also available.

**Permit Eligibility**

Purchasing a parking permit:

- Faculty and staff - at least 50% of their salary is paid through Northwestern University payroll deduction will still occur and no refunds will be given.
- Key card will remain active until the end of the month, a form is not returned before the deadline, the WildCARD/key card, or towing are assessed.
- Parking permits are non-transferable. Replacement decals may be purchased at the Parking Office for a nominal fee.
- If the form is not returned before the deadline, the WildCARD/Key card will remain active until the end of the month, a payroll deduction will still occur and no refunds will be given.

**Displaying Permits**

- Parking permits must be affixed to the vehicle’s outside rear windshield, lower right corner. Do not attach with tape.
- Vehicles must be parked with the rear bumper facing the aisle, not backed into parking spaces. Permits must face the aisle.
- Vehicle storage is not allowed. Any vehicle, including motorcycles, parked in any parking facility for more than 24 hours will be subject to towing at the owner’s expense and public parking rates will be applied.

**Parking Violations**

- The vehicle title/registration holder is responsible for all violations. Parking violations can be paid at the Parking Office. A list of common violations that may result in a ticket, a deactivated WildCARD/key card, or towing are provided below:
  - Transferring a parking permit to another individual
  - Invalid parking permit on vehicle
  - Unauthorized or altered parking permit
  - Incorrect permit for parking lot
  - Parking permit not properly displayed
  - Parking permit not facing aisle
  - Parking over yellow line
  - Parking in reserved or handicapped space
  - Parking or obstructing traffic lanes, fire lanes, service area, posted area, or other restricted areas

**Cancellation Policy**

- It is the responsibility of the permit holder to return all permits to the Parking Office if no longer employed or campus parking is no longer desired. Faculty and staff may cancel their parking permit by submitting a cancellation form to the Chicago Campus Parking Office. Staff/Faculty must also inform the department parking administrator as soon as possible.

- In order to prevent payroll deductions for the current month’s parking, the Parking Office needs to receive the cancellation notice by the 5th of the month. If the form is not returned before the deadline, the WildCARD/Key card will remain active until the end of the month, a payroll deduction will still occur and no refunds will be given.

**Additional Information**

The Parking Office is open from 8:00 am to 5:00 pm Monday-Friday. Extended hours are offered during peak times throughout the school year. The Parking office observes all University holidays.