1. **PARKING AT USC IS NOT FREE.** All faculty, staff, students and guests of the University are required to display a valid pass or permit at all times whenever they are parked in a USC-owned lot or structure. Failure to display a valid pass/permit is BY FAR the most common offense we encounter, and doing so may subject your vehicle to citation and/or immobilization.

2. **DON'T EVER PARK IN “RESERVED” SPACES.** Unless you specifically hold a designated RESERVED SPACE PERMIT, you may not park in any space with a posted sign marked as “reserved,” including carpool and handicapped spaces. Not on weekends, football game days, during Commencement, on move-in day, or “because I couldn’t find another spot.” Parking in a reserved space at any time without a valid reserved space permit may subject your vehicle to citation and/or immobilization.

3. **DISPLAY YOUR PERMIT PROPERLY.** All permits must be displayed properly in order to be valid. All transferable hanging permits must be hung from the vehicle’s rear-view mirror at all times, with the permit information facing outward. All window sticker permits must be completely affixed, right-side up, to the bottom corner of the front windshield on the driver’s side, solely by the adhesive on the permit issued. No tape or additional adhesive of any kind may be used. Failure to display any permit correctly, *even if the permit itself is valid*, may subject your vehicle to citation and/or immobilization.

4. **FEED YOUR METER.** Metered parking areas are enforced 24 hours a day, including holidays. Displaying any valid USC parking permit/pass does NOT allow you to park at a meter without depositing coins or using a credit card to purchase time. In Lot 1 on UPC campus and the Soto Lot on HSC campus, Parkmobile stations are available for your convenience. These stations allow you to add time to your space remotely via your cell phone. Parking at any meter without purchasing time, or allowing the time on your meter to expire at any time, may subject your vehicle to citation and/or immobilization. EXCEPTION: With ANY valid parking permit (NOT a day-use pass), you may park for up to 2 hours in the Soto Lot Parkmobile area free of charge.

5. **ALL PERMITS VALID AFTER 5 P.M. ON CAMPUS.** On normal weekdays, between the hours of 7am-5pm at UPC and 7am-2pm at HSC, you must display your valid permit, and may only park in your designated lot/structure. Between the hours of 5pm-7am weekdays, and all day on weekends, however, **ANY** valid permit may be used to park in any regular, on-campus space. “On-campus” is defined as any lot/structure within the confines of the UPC campus, bordered by Jefferson Ave., Figueroa St., Exposition Blvd., and Vermont Ave. NOTES: 1) Again, don’t ever park in “reserved” spaces; 2) The “and all day on weekends” clause does NOT apply to day-use passes purchased on Fridays or Saturdays; individual day passes must always be purchased for individual days, and they expire at midnight on the day purchased; 3) This rule only applies to lots/structures within the borders of the UPC campus as described above; all off-campus lots require a valid pass for that specific lot at all times.

6. **YOU MAY NOT SLEEP IN YOUR VEHICLE.** No one is allowed to stay overnight in, live in, or store any vehicle, trailer, mobile/motor home, etc. on any USC street or parking lot/structure. If you are observed or suspected of sleeping in your vehicle, we retain the right to enter your vehicle by any means necessary to perform a safety check if we cannot wake you.

7. **DON'T PARK WHERE YOU KNOW YOU PROBABLY SHOULDN'T.** Parking is only authorized in specific parking spaces or in designated parking areas. Don’t park in any of the following places, for any length of time: on walkways (e.g., Trousdale Parkway), in red zones, on sidewalks, blocking handicap access ramps, on any grassed area, in front of hydrants or in fire lanes, in multiple parking spaces at once, in loading zones (unless you have a specific VENDOR PERMIT), etc. Parking where you know you probably shouldn’t, for any length of time, may subject your vehicle to citation and/or immobilization.

8. **IF YOU CAN'T FIND A SPOT, PLEASE ASK!** A fact of our existence at USC is that there are not enough premium parking spots available to meet the demand for those spaces. If you cannot find a spot in your designated lot/structure, please speak to a Customer Service Representative at any campus entrance, and they will direct you to the nearest lot where you can park. This may require issuance of a day pass on your behalf (at no additional cost to you) and may also require you to be farther from your destination than usual/expected. We thank you in advance for your understanding and cooperation.

9. **ALL PERMITS BELONG TO USC.** If you are a student, you may not give, loan, purchase or transfer your permit to/from anyone else. If you are a faculty/staff member, the same rule applies, plus you must return your permit to USC Transportation upon your separation from the University. Never alter ANY information on or forge/photocopy a permit; doing so subjects your vehicle to immediate immobilization, steep fines, and possible University penalties up to termination/expulsion.

10. **USC ASSUMES NO LIABILITY FOR YOUR VEHICLE.** Any vehicle parked, operated, or driven on campus shall be solely at the risk of the owner/operator. USC assumes no liability or responsibility whatsoever for any damage to or theft from any vehicle parked at or driven onto any USC-owned campuses or facilities. Acceptance of parking privileges (e.g., purchasing a pass or permit) constitutes owner/operator agreement to hold USC blameless for any loss or damage to your vehicle, and its accessories, attachments or contents, as a result of fire, theft, vandalism, collision, or any other cause.