



Department of Transportation Services  
Rutgers, The State University of New Jersey  
55 Commercial Avenue  
New Brunswick, NJ 08901

<http://rudots.rutgers.edu>  
848-932-7744  
Fax: 732-932-1450

**RBHS ONE DAY PARKING PERMIT REQUEST FORM**

EMAIL TO: Department of Transportation Services [one\\_day@ipo.rutgers.edu](mailto:one_day@ipo.rutgers.edu)

DEPARTMENT \_\_\_\_\_

DEPARTMENT ADDRESS \_\_\_\_\_

CAMPUS \_\_\_\_\_

DEPT. CONTACT PERSON \_\_\_\_\_

DEPT. PHONE NUMBER \_\_\_\_\_

IPO to be charged \_\_\_\_\_

Number of permits requested \_\_\_\_\_ X \$5.00 per permit

Total Dollar Amount charged to account \$ \_\_\_\_\_

I understand that the cost of \$5.00 per permit will be charged to the IPO listed. Permits will not be processed unless IPO is included. One Day Parking Permits requests are processed within 72 hours of receipt of completed order form. Requests for more than 25 permits will take longer to process. Requests can be faxed to (732) 932-1450 or emailed to [one\\_day@ipo.rutgers.edu](mailto:one_day@ipo.rutgers.edu).

----- **DO NOT WRITE BELOW THIS LINE - FOR OFFICE USE ONLY** -----

DEPT# \_\_\_\_\_

Permits issued # \_\_\_\_\_ to# \_\_\_\_\_