The Moorhead Police Department may also write city citations for accessible parking or fire lane violations.

Parking Citations
Parking Services and Public Safety staff patrol the lots daily and night year-round. They, along with hall directors, are authorized to write parking citations. The penalty is specified on the citation. The following guidelines are used per citation:

- Improper Lot $20
- Failure to Display Permit $20
- Fire Lane/Blocking Access $40
- No Overnight Parking $20
- Not in Designated Space $20
- Overtime Parking (timed parking stalls) $20
- Reserved $20
- Unregistered Vehicle $20
- Visitor Parking $20
- False Citation $30
- Boot Fee $80
- Boot Damage $500
- Accessible $200

Vehicles with three or more citations are subject to being immobilized or towed. All fees are the responsibility of the owner. Unpaid fines must be paid prior to a vehicle being released from auto-boot or impound.

All employee parking fines may be paid during office hours in Parking Services, which is located in the Mugaas Plant Operations Center, 8 a.m.-3:30 p.m. Payments may be made by cash, check, or money order payable to Concordia College. Parking Services does not accept credit cards or debit cards.

Student parking fines will be transferred to their student account in the Business Office. If parking fines are not paid, a hold will be placed on student’s account.

Payments may also be mailed to:
CONCORDIA COLLEGE
ATTN: PARKING SERVICES
901 8TH ST S, MOORHEAD MN 56562
Phone: 218.299.3267
Email: parking@cord.edu

Parking Citation Appeals
All parking citation appeals must be made online within 10 days of receipt of a citation. Appeals will be responded to within 10 business days. The appeal form is available online at ConcordiaCollege.edu/parking.

City Regulations
Reference the City of Moorhead website (cityofmoorhead.com/parking) for city regulations and parking guidelines.

The Moorhead Police Department may also write city citations for accessible parking or fire lane violations.
The parking policies of Concordia College are reviewed annually and revised as necessary. Compliance with these regulations is necessary in order to promote orderly parking.

All motorized vehicles (car, van, motorcycle, motorbike, scooter, etc.) and bicycles are expected to be registered and obey these parking and traffic policies.

### General Parking and Traffic Regulations

Parking or driving on campus lawns, sidewalks, and service courts by unauthorized persons is prohibited.

When a vehicle is operated in a manner that threatens the safety of persons or property, the college reserves the right to press charges in civil and criminal court. The college also reserves the right to have vehicles immobilized or to award the owner’s expense for the following:

1. **Vehicles with three or more citations**
2. **Two vehicles parked in fire lanes, loading zones, on sidewalks or grass,** or blocking access or traffic flow
3. **Unauthorized vehicles parked in spaces reserved for:**
   - Hall directors
   - Accessibility
   - Reserved
   - Service and delivery
   - Barricaded lot
   - Guest/Visitor
   - Public Safety
4. **Unregistered vehicles**
5. **Abandoned or inoperative vehicles**
6. **Vehicles remaining in lots after snow removal notices have been posted.** (Notes will be posted 24 hours in advance of plowing to advise vehicle owners that their vehicle must be moved from that specific lot.)

### Vehicle Parking

- **2 a.m. - 6 a.m. Closed; no overnight parking, including weekends, holidays, breaks**
- **End of Summer**
- **End of Fall**
- **End of Winter**
- **End of Spring**
- **Stop of May**
- **7 a.m. - 9 a.m. Open parking**
- **9 a.m. - 11 a.m. Closed; no overnight parking, including weekends, holidays, breaks**

### Permits

- **Permits are issued at no cost. Only the current permit is to be displayed. Expiration date is on the front of permit. If you switch vehicles, apply for a new permit online.**

### Student Permits and Lots

<table>
<thead>
<tr>
<th>RESIDENCE</th>
<th>STUDENT LOT ID</th>
<th>LOT DESCRIPTION/LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bai-Domin</td>
<td>BE (East)</td>
<td>North east side of Bai-Domin</td>
</tr>
<tr>
<td>Erickson</td>
<td>ER (East)</td>
<td>North of the bridge adjacent to Erickson and the Townhouses</td>
</tr>
<tr>
<td>Torgeson</td>
<td>TR (East)</td>
<td>North of Torgeson Avenue between 9th and 11th Street</td>
</tr>
<tr>
<td>Livedalen</td>
<td>TL (East)</td>
<td>North of Livedalen Avenue between 9th and 11th Street</td>
</tr>
<tr>
<td>bg (East)</td>
<td>BG (East)</td>
<td>North of BG Avenue between 9th and 11th Street</td>
</tr>
<tr>
<td>HL (East)</td>
<td>HL (East)</td>
<td>North of HL Avenue between 9th and 11th Street</td>
</tr>
<tr>
<td>AC (East)</td>
<td>AC (East)</td>
<td>North of AC Avenue between 9th and 11th Street</td>
</tr>
</tbody>
</table>

### Employee Permits and Lots

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>EMPLOYEE PERMIT ID</th>
<th>LOT DESCRIPTION/LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Affairs Center, Accreditation Office, and Main Office</td>
<td>AC</td>
<td>Adjuncts (adjunct position) Center for the Advancement of Learners</td>
</tr>
<tr>
<td>East Campus – Garvy Hall, Off-Campus Housing, and Bard Auditorium</td>
<td>EGH</td>
<td>Senior of Bard Hall: (visit a location on Bard Hall)</td>
</tr>
<tr>
<td>Integration Center,Coordinator, and Main Office</td>
<td>IC</td>
<td>South of Integration (visit a location on Integration)</td>
</tr>
<tr>
<td>Boyd, AAC, Library, MCSC, Necterran, and Theater</td>
<td>BNT</td>
<td>Senior of Necterran (visit a location on Necterran)</td>
</tr>
<tr>
<td>Northstar Academy, Biology Building, Math, Science, Brookings, and Science Hall</td>
<td>NS</td>
<td>Northstar Academy (visit a location on Northstar)</td>
</tr>
<tr>
<td>South of Science (visit a location on Science)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Science Building, Biology Building, Math, Science, Brookings, and Science Hall</td>
<td>SB</td>
<td>Science Building (visit a location on Science)</td>
</tr>
<tr>
<td>Northstar Academy (visit a location on Northstar)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>South of Science (visit a location on Science)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Welcome Center</td>
<td>WC</td>
<td>Adjuncts (adjunct position) Center for the Advancement of Learners</td>
</tr>
<tr>
<td>Overview</td>
<td>All Current Permits</td>
<td>Center for the Advancement of Learners (visit a location on Center)</td>
</tr>
<tr>
<td>Bicycle</td>
<td>BP</td>
<td>Designated bike racks around campus</td>
</tr>
<tr>
<td>Motorcycle</td>
<td>MP</td>
<td>Designated motorbike stalls secured campus</td>
</tr>
</tbody>
</table>

Employee permits are for faculty and staff use only. Permits are assigned to employees by years of seniority and proximity to office.

### Employee Parking Lot Hours

- **Hours for AC, ES, KA, KC, MH, MHO, R, TL and WC lots as follows:**
  - **6 a.m. - 4 p.m.**
  - **4 p.m. - 2 a.m.**
  - **2 a.m. - 6 a.m.**

### Student Permits

**Students are issued only one permit.** Obtaining a permit does not guarantee you a spot to park. Student parking areas, designated by your permit, are typically adjacent to residence halls. You may park in any lot of the same permit code. If you change residences during the year and obtain a new permit, you must return the previous permit to Parking Services before a replacement permit is issued.

### Temporary Permits

**Temporary permits are issued upon request by Parking Services for special circumstances only. An expiration date will be assigned based on need.**

### Bicycle Permits

**Bicycles are all bikes must be registered through Parking Services. Bikes should not be chained or locked up to trees, garbage cans, fences, railings, etc. Bikes should only be chained or locked up to a bike rack. Bikes need to be registered so that Parking Services is able to notify the rightful owner should a situation arise. This registration will require the following information:**

- **color of the bicycle, make, model and last six digits of serial number.**

### Footnotes

- **Faculty, staff and students who need to have their vehicles on campus while away on college business should contact Parking Services as to which lot would be best to park in during this time.**

### Accessible Parking

**Designated accessible parking is available in lots throughout the campus and identified with standard markings: blue paint and signpost.** State issued Disability Parking Certificates are honored and are allowed to park in any designated accessible parking stall and in any non-reserved parking stall on campus.

### Sanford Health Clinic Parking

**This lot is for Sanford Health staff and patrons only and is patrolled by Parking Services.**

### Away on College Business and Long-Term/Low-Use Parking

Faculty, staff and students who need to have their vehicles on campus while away on college business should contact Parking Services as to which lot would be best to park in during this time.