

Dear UCI active parking permit holder,

I am following up on the two emails that you received yesterday regarding your UCI campus parking pass. As UCI moves to limited campus services and operates under remote instruction and university business, our goal is to simplify administrative processes and help lessen the impact on the Anteater community with regards to parking. **You do not need to do anything to pause payroll deduction for parking permits as we will take care of this centrally.**

Beginning the month of April and until further notice, UCI will suspend all payroll deductions for parking permits. This change will appear on your May 1 paycheck for monthly employees or your May 13 paycheck for bi-weekly employees as permits are deducted in arrears.

If you already turned in or destroyed your parking permit along with your UCI Short-Term Telecommute Agreement, you will be contacted with instructions on restoring your parking permit when applicable.

Refunds for those who pre-paid for their parking permits which generally applies to the student population have substantially been completed. If you pre-paid for your parking permit and have not contacted Transportation & Distribution Services, please email parking@uci.edu to inquire about your specific situation.

For questions about this process, please contact UCI's Parking office at parking@uci.edu or 949.824.7275 (M-F from 7:30 a.m. - 4 p.m.).

Our apologies for any confusion this may have caused. We appreciate your patience and understanding as we navigate through all of our business processes during these unprecedented times. For the latest updates associated with COVID-19, and the impact on university operations, be sure to check [UCI's dedicated website](#).

Sincerely,

Ronald S. Cortez, JD, MA

Chief Financial Officer

Vice Chancellor, Division of Finance and Administration