



HARTWICK COLLEGE

est. 1797

**2010-11 STUDENT VEHICLE REGISTRATION FORM**

Parents and students please reference Hartwick College Parking Rules and Regulations at <http://www.hartwick.edu/ParkingRegs.xml>

The following information is required per vehicle:


- |  | Completed CHECKLIST | Incomplete   |
|--|---------------------|--------------|
| • Copy of valid registration for vehicle (only current registrations will be accepted)   | [ ]                 | [ ]          |
| • Copy of legible valid driver license   | [ ]                 | [ ]          |
| • Completed registration form (reference attached form MVR-f07)  | [ ]                 | [ ]          |
| • \$50 Payment options available:  | [ ]                 | [ ]          |
| 1. <b>Mail</b> US check or money order in the amount of \$50 payable to Hartwick College<br>Addressed to: Hartwick College OR<br>Cashier-Bresee Hall<br>PO Box 4020<br>Oneonta NY 13820                                      | [ ]                 | [ ]          |
| 2. <b>In person</b> make payment at<br>Cashier office- Bresee Hall- 2 <sup>nd</sup> floor (only U.S. check or cash accepted)<br>Individual required to bring receipt/ paperwork to Campus Safety Office for final processing | [ ]                 | [ ]          |
| 3. <b>WICKit Card:</b> one stop/same day transaction at Campus Safety  | Accepted [ ]        | Declined [ ] |

If using payment

Option 1: This information will be held until student reports to Campus Safety to receive vehicle decal and sign statement form.

- Any changes made in the interim may reflect additional charges. New paperwork will need to be submitted.
- If info is mailed to Hartwick College, any invalid or incomplete paperwork will be held until registration day on campus.
- Student will have to complete the process in person at the Campus Safety Office.

NEED TO RESUBMIT WITH CORRECT PAPERWORK [ ]

STUDENT MOTOR VEHICLE REGISTRATION	STUDENT MOTOR VEHICLE REGISTRATION
<p>HC -ID _____ Freshman [ ] HC BOX _____  <small>(# located on financial aid ltr)</small></p> <p>LNAME _____ Decal # <span style="border: 1px solid black; padding: 2px; display: inline-block; width: 60px; height: 20px; text-align: center; vertical-align: middle;"><i>office issued</i></span></p> <p>FNAME _____</p> <p>YR/MAKE/ COLOR OF CAR _____</p> <p>PLATE _____ STATE _____</p> <p>College/Res Hall Address _____</p> <p>Initial first time registration [ ] \$50 Fee required            Additional Vehicle [ ] no fee with proof            Replacement Vehicle [ ] no fee with proof</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>DATE ISSUED _____              ISSUED BY _____              DATE CANCELLED _____  <b>OFFICE USE ONLY</b></p> </div> <p style="text-align: center; margin-top: 10px;"><b>PLEASE READ AND SIGN THE STATEMENT ON THE RIGHT-HAND SIDE OF THIS FORM</b> MVR-f07</p>	<p>I AGREE TO ABIDE BY ALL THE RULES AND REGULATIONS PERTAINING TO TRAFFIC AND PARKING AT HARTWICK COLLEGE. I ALSO AGREE TO NOTIFY THE CAMPUS SAFETY OFFICE IMMEDIATELY OF ANY CHANGE OF VEHICLE REGISTRATION. I AM AWARE THAT VEHICLE AND DRIVING PRIVILEGES MAY BE WITHDRAWN FOR VIOLATIONS OF SAID REGULATIONS AND THAT ALL FINES ARE PAYABLE IN THE FINANCE OFFICE WITHIN FIVE DAYS FROM THE TIME OF ISSUANCE OF VIOLATION TICKET. ALL OUTSTANDING VIOLATION FEES WILL BE CHARGED TO STUDENT'S ACCOUNT.</p> <p>SIGNATURE _____  <small>(Signature needed to be valid)</small></p> <div style="text-align: center; margin-top: 20px;">  <div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p><b>Decal Location</b> Place in (upper left corner)</p> </div> </div>