



SPECIAL EVENT PARKING FORM

To reserve parking for your special event, please complete this form in its entirety and email to OBS-Transportation-SpecialEvents@fsu.edu

For questions or assistance, please email FSU Transportation Services at the address above or call 850.644.5278

Department Information

Department: _____ Contact Name: _____

Department ID: _____ Fund: _____ Project: _____

Phone: _____ Mobile: _____ Email: _____

Special Event Information

Event Name: _____

Location: _____

Start Date: _____ End Date: _____ Start Time: _____ End Time: _____

Attendants Needed: _____ Additional Items: _____ Quantity Requested: _____

FSU Permit Required: Yes No Guest List Provided: Yes No

INTERNAL USE ONLY

Received Date: _____ Time: _____

Total Hours: _____ Charged: Yes No

Additional Instructions:

Request Sent: FSUPD Maintenance/Patroller Other

Transportation Representative: _____