

Transportation and Parking Services

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Event Date	Event Code
04/05/2023	25295

25295 Trade Winds Event Parking Instructions

Dear valued guest;

This letter contains important information regarding your upcoming parking arrangements at Portland State University. Please carefully review the event details and parking instructions prior to your arrival to campus.

Event parking for 25295 Trade Winds has been established at University Place hotel lot (310 SW Lincoln St.) on 04/05/2023 thru 04/05/2023. Your EVENT CODE is '**25295**'.

Guest Parking Instructions:

1. Park in an unreserved parking space around the hotel building.
2. Locate a meter in the lot near the hotel entrance or on the northeast side of the lot.
3. Enter the Event Code '25295' to the meter and the vehicle's license plate number. If no license plate is posted, please enter, instead, the last 5 digits of the VIN.
4. Ensure to add the appropriate time required for the length of stay or extend until day rate is reached.

Note: Event Parking arrangements do not allow vehicle parking in designated AVIS/Budget Rental car spaces.

Citation warning: The Portland State University campus and parking facilities are regulated per ORS 352.118. University policy requires every vehicle to display an appropriate and valid permit or active payment (as given per these instructions) in hourly and metered spaces. Vehicles without the display of a valid permit, active payment or that are parked improperly may be subject to citation and fine made responsible to the legal owner or registrant.

Important notice: University departmental accounts are not authorized for personal use of admitted students or active faculty/staff to include guest or event parking. Admitted students or staff must acquire parking rights and permits via Transportation and Parking Services issued permits or by making a payment in the appropriate hourly lot.

For general inquiries about parking at Portland State University, please contact the Transportation and Parking Services Office at (503)725-3442.