



Illinois State University
Office of Parking and Transportation
Lost or Stolen Permit Report

This form is to be completed in its entirety by the customer.

Name		Telephone #	
Street Address			
City		State	Zip
University ID Number		Campus Box (if any)	
Date, Time & Place Discovered			

I declare that Illinois State University **parking permit number** _____ assigned to me has been:

- ☐ **LOST**
☐ **STOLEN**

PLEASE INITIAL AND DATE EACH BULLET BELOW TO SIGNIFY THAT YOU HAVE READ, UNDERSTOOD, AND AGREE TO ABIDE BY THE TERMS.

- _____ I understand that the fraudulent use, possession of, or complicity in the use of a lost, deactivated, or stolen Illinois State University parking permit is a violation of the Office of Parking and Transportation Rules and Regulations and will result in any vehicle displaying such a permit to be immediately towed.
- _____ For permits reported lost, a new permit will be issued for a non-refundable fee of \$12. Stolen permits must be reported to Illinois State University Police Department. There is no replacement cost for a stolen permit when a police report has been filed. If you locate a permit which has been listed as lost or stolen, please destroy the permit, or return it to the Office of Parking and Transportation. A lost or stolen permit may not be traded, exchanged, sold, or transferred by any means to any other individual, other than the original permit holder. I understand to do so is violation of the Office of Transportation Rules and Regulations.

I hereby certify that this report was completed in its entirety by the undersigned complainant and is true and correct to the best of my knowledge. I further understand that a permit, even though assigned to me, remains the property of Illinois State University and enforcement actions as a result of this report will be at the discretion of The Office of Parking and Transportation or its agents.

Signature of Complainant

Date