

**MALLARD CREEK HIGH SCHOOL  
STUDENT PARKING APPLICATION  
2022-2023**

**Required Materials**

- **(1)** Valid driver's license
- **(2)** vehicle registration card
- **(3)** Proof of insurance for the vehicle (s) being registered (**Listing of insurance company on the vehicles registration card is NOT PROOF of insurance**)
- **(4)** Completed MCHS parking agreement with parent & student signatures
- \$25.00 for a parking sticker. Only online payments will be accepted at <https://osp.osmsinc.com/cms/> . Look for Mallard Creek High School and select "Parking Permit 1<sup>st</sup>/2<sup>nd</sup> semester". No payment will be accepted at the school.
- **Even though you pay online, you still need to bring the required documents to MCHS in order to pick up the permit. (see required materials 1-4 above)**

**Parking Permit Policies**

- **ONLY** Seniors and Juniors are eligible to purchase parking permits (**NO Sophomores**)
- You cannot have any outstanding financial obligations
- Students must park in their assigned space in the student lot and Parking permit stickers **must be adhered** to the inside of the lower left of the vehicle's windshield. Failure to do so may result in loss of parking privileges.

**Parking Fines**

- Registered students will be issued a **\$10.00 ticket/fine** for each of the following but not limited to these safety violations: speeding, unsafe movements, parking in wrong space and/or reckless driving.
- Unauthorized, unregistered and illegally parked vehicles will be **booted with a fine of \$80.00 which must be paid in cash or Cash APP to MCHS JROTC.**
- Registered vehicles receiving **two or more** tickets in one school year will result in the car being **booted.**

**Loss of Permits**

- Mallard Creek Administration reserves the right to revoke or suspend a student's parking permit. The following infractions but not limited to the below list may result in the loss of parking privileges:
  - **Leaving school without permission (skipping or taking students off campus that do not have early release)**
  - **Failure to comply with faculty/staff directions (insubordination)**
  - **Failure to pay a parking ticket/fine and/or repeated parking tickets/fines**
  - **Parking in unauthorized space or lot**
  - **Excessive tardiness to school (3 within a grading period)**
  - **Speeding, reckless driving, failure to wear a seat belt, etc**
  - **Any behavior deemed inappropriate by administration**

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**Mallard Creek High School  
Parking Permit Information Form**

**Must be filed in B104**

*The following form must be filled out and signed by the student and parent/guardian. **By signing this form the student and parent/guardian acknowledge and understand the policies/expectations for student parking at Mallard Creek.** Violations of these policies could result in fines, suspension, revoking of parking privileges, booting or towing of the vehicle. All student drivers are required to follow local and state laws for operating a motor vehicle.*

Student ID # \_\_\_\_\_ Grade \_\_\_\_\_ Home Room Teacher \_\_\_\_\_

Student Name (print) \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Name (print) \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Home Telephone Number \_\_\_\_\_

Work/Cell Number \_\_\_\_\_

Car # 1

Car #2

Vehicle Make \_\_\_\_\_

\_\_\_\_\_

Year/Color \_\_\_\_\_

\_\_\_\_\_

License Plate # \_\_\_\_\_

\_\_\_\_\_

Assigned Permit # \_\_\_\_\_

\_\_\_\_\_

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**Office USE Only**

Lic \_\_\_\_\_

Reg \_\_\_\_\_

Ins \_\_\_\_\_