Parking Plan Information and Policies

Crosstown Parking Program

**Primary Location:** Crosstown Garage; 801 Mass Ave
**Authorized Hours:** 24/7 Access

**Alternate Location:** 710 Albany Garage
**Authorized Alternate Hours:** Mon-Fri 2:00 PM- 8:30 AM; Sat-Sun 24 hour access and specified holidays

**Description:** Employees will have 24/7/365 access to the Crosstown Garage. Employees may also park in the 710 garage Mon-Fri 2:00PM-8:30AM, and 24 hour access on weekends and specified holidays. Employees parked in a garage other than the Crosstown Garage outside of the authorized hours will be required to pay the hourly rate for the additional time parked (see chart below).

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610 Albany Parking Program

**Primary Location:** 610 Albany Garage
**Authorized Hours:** 24/7 Access

**Alternate Location:** 710 Albany Garage
**Authorized Alternate Hours:** Mon-Fri 2:00 PM- 8:30 AM; Sat-Sun 24 hour access and specified holidays

**Description:** Employees will have 24/7/365 access to the 610 Albany Garage. Employees may also park in the 710 Albany garage Mon-Fri 2:00PM-8:30AM, and 24 hour access on weekends and specified holidays. Employees parked in a garage other than 610 Albany Street outside of the authorized hours will be required to pay the hourly rate for the additional time parked (see chart below).

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Evening-Midnights / Off-Shift Parking Program

**Locations:** 710 Albany Garage
**Authorized Hours:** Mon-Fri 2:00 PM- 8:30 AM; Sat-Sun 24 hour access and specified holidays

**Description:** Employees will have access to these garages Monday thru Friday from 2:00PM-8:30AM. Entering the garage early and/or leaving the garage late will require parkers to pay the hourly rate for the additional time parked (see rate chart below).

<table>
<thead>
<tr>
<th>Rates - Arriving Early</th>
<th>Rates - Leaving Late</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Arrival Time</strong></td>
<td><strong>Additional Fee</strong></td>
</tr>
<tr>
<td>Before 9:00 AM</td>
<td>$19.00</td>
</tr>
<tr>
<td>9:00 AM- 10:44 AM</td>
<td>$12.00</td>
</tr>
<tr>
<td>10:45 AM-1:59 PM</td>
<td>$8.00</td>
</tr>
</tbody>
</table>

****Parkers are encouraged to park in their assigned garage, and must use their own badge upon entering and exiting the garage. All parkers must be in a vehicle when utilizing parking access. For issues with badge-access, parkers must pull a parking ticket upon arrival, and see the parking office immediately. Violations of these policies will result in termination from the parking program. All parkers are responsible for canceling parking access with the Parking Office. ****

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710 Parking Access

All parking programs allow for access to 710 Albany Garage Mon-Fri 2pm-8:30am; Sat-Sun 24 hour access as well as specified BMC holidays. Employees in the 710 Albany garage outside of the authorized hours will be required to pay the hourly rate for the additional hours parked. Please see reverse side for rates that may apply.

New ID Card

If a parker gets a new ID card, they must come to the Parking Office to have it updated.
Sticker Placement

Please place your parking sticker in the driver side back window. Failure to display your parking sticker may result in your vehicle being towed.

Vehicle Storage

Parking is only authorized during working hours, not for long term vehicle parking/storage. Violators may be ticketed and/or towed at owners expense and may be removed from parking program.

Payroll Deduction

BUMC/BMC Employees placed on payroll will have pre-taxded deductions for the programs listed above. Funds are deducted based on the individual’s pay frequency (I.E, Weekly, Bi-weekly, and Monthly.) Ask us today how much you can save by enrolling in payroll deduction

Cancellation Policy

Parkers are required to cancel their parking by submitting a cancellation form. It is the employee’s responsibility to ensure that the parking payroll deductions have been terminated in their payroll checks. Please note that all cancellations take effect the day cancellation request is submitted, unless otherwise noted for a future date. Parker’s may not predate their cancellation requests. The cancellation form can be found at BUMC.BU.EDU/Parking/Forms

Observed Holidays for Parking

Monthly parkers may utilize the 710 Albany Street for free, all day on these holidays

<table>
<thead>
<tr>
<th>Holiday</th>
<th>Parking Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Years Day</td>
<td>710 Albany Street for free</td>
</tr>
<tr>
<td>Martin Luther King Jr. Day</td>
<td>710 Albany Street for free</td>
</tr>
<tr>
<td>Memorial Day</td>
<td>710 Albany Street for free</td>
</tr>
<tr>
<td>Independence Day</td>
<td>710 Albany Street for free</td>
</tr>
<tr>
<td>Labor Day</td>
<td>710 Albany Street for free</td>
</tr>
<tr>
<td>Thanksgiving Day</td>
<td>710 Albany Street for free</td>
</tr>
<tr>
<td>Christmas Day</td>
<td>710 Albany Street for free</td>
</tr>
</tbody>
</table>

Employees not enrolled in a parking plan may park in the 710 Albany st garage for $8 per day on observed holidays.

A Better City TMA

To support our commuters and contribute to enhanced quality of life in downtown Boston, we are pleased to provide you with membership in A Better City Transportation Management Association (TMA). A Better City TMA delivers commuter services in the form of programs, events and promotions, helpful resources, and citywide advocacy to improve your options for getting around the neighborhood. For more information or to sign up please visit www.abctma.com.

Prices and availability are subject to change. Please contact the Parking Office for the most current rates and availability information (617) 638-4915 or email parking@bmc.org

BUMC.BU.EDU/PARKING/FORMS