



Effective Thursday, April 9, 2015

The Business Office has implemented the following parking validation procedures to align with PCI parking garage's new system:

- All current BCC employees **MUST** show their Peralta Employee ID Badge to security at the front desk at the time of validation. If you do not have a Peralta ID, please contact Regina Davis at the District Office –General Services Dept. 510-466-7376, rdavis@peralta.edu.
- Once front desk security validates your parking ticket, the PCI system will register the time the ticket was validated. You will have **15 minutes** to get the **Pay Station** machine in the parking garage. Insert the ticket into the machine and the screen will show \$0.00 Due. When the ticket is returned to you, you will have only **15 minutes** to exit the garage, after which, the system will void your ticket and you will have no way to revalidate it. **You** will be responsible for the parking fee. (No exceptions or re-validation).
- For lost tickets, employee will need to see the parking garage attendant/manager. You will be responsible for the parking fee – **Lost Ticket Pays Maximum**

PLEASE NOTE: NO MORE ADVANCE VALIDATIONS

