

HMRI Car Park Access Application Form



Please complete all fields, then print and sign this form.

Completed forms can be scanned and **emailed** to security@hmri.com.au,
faxed to (02) 4042 0001, or handed to HMRI Reception located on Level 4.

Applicant - Full Name:

_____ (First or Given Name) _____ (Middle Name) _____ (Last or Family Name)

Employer:

Position Title:

Reporting To:

Email Address:

HMRI Telephone Number:

Employee Number:

UoN Number Plate:

Hours on site per week:

Vehicle Details:

Make: _____ Model: _____ Rego: _____

Make: _____ Model: _____ Rego: _____

Category sought (*choose one only*):

- Category A** – 24 x 7 access - \$15.79 per week
 Category B – After hours 5pm to 5am & weekends - Free
 Category D – Special Circumstances (attach additional documentation)

Hunter Medical Research Institute - Conditions of Parking

Any person entering this car park does so under the terms and conditions set out below. If you do not accept the terms and conditions, you should proceed directly to the exit. If you do not exit, you are deemed to have agreed to them:

- You agree to obey all signs displayed in the car park and any lawful directions given by HMRI Facilities Management or site security.
 - Only park in the marked spaces from time to time nominated or advised during induction or otherwise by HMRI Facilities Management or site security.
 - Access the car park only when the car park is open.
 - Display your parking permit on the windshield of your vehicle at all times.
 - Display car park "bookable space authorisations" on your dashboard in plain sight.
 - Do not park in any space or area designated "No Parking" or as "Reserved", "Bookable", "Contractor", "Courier", or contrary to any DDA signage "Disability Parking" unless authorised to do so by HMRI Facilities Management or Security.
 - Spaces identified as "Reserved", "Bookable", "Contractor", and "Courier" or "Disability Parking" have special additional conditions relating to how the spaces may be used and the duration of use which are available on request and with each confirmed car space booking advice.
- Any person entering the car park specifically or the HMRI site generally, does so at their own risk.
 - Neither the Hunter New England Local Health District nor the HMRI shall be liable for any loss or damage either to a vehicle or to any property or effects of any persons entering the car park, or for any personal injury suffered by them howsoever caused.
- HMRI may:
 - Refuse entry or revoke any right to enter or use the car park at any time without notice.
 - Remove any vehicle if HMRI considers the vehicle to be a safety hazard, obstruction, or nuisance or for breach of these conditions or any other reason.
 - Take any other action it considers necessary with respect to any vehicle parking in breach of any signage or "conditions of parking" identified on this sign.
 - You warrant that you are either the owner or lessee of the vehicle or that you are acting with the authority of the owner or lessor and that by your access or use of the site you are accepting on behalf of the vehicle owner or lessor the "conditions of parking".

I have read, understood and agree to comply with these "Conditions of Parking":

Signed: _____

Date: _____

Facility Management - Office Use Only

- Approved Referred to HMRI Management Committee
 Full Time Employee Special Circumstances
 On prioritised wait list

Rejected via policy