



Employee Discount Parking Program

Parking Services
123 Madison St.
Oak Park, IL 60302

708.358.7275
parking@oak-park.us
www.oak-park.us/parking

Program Description

The Employee Discount Parking Program offers Oak Park businesses an opportunity to purchase monthly parking cards at discounted rates for employees who meet earnings guidelines. The program provides a limited number of parking spaces in select locations. The prepaid discount parking card is a debit-type paper card with a magnetic information strip. To be eligible, employees must earn wages of \$14 per hour or less. An employer may purchase a card for employees for \$1 per card. Each card is valid for one month.

Discount Employee Parking cards are sold for the following lots:

- Holley Court Garage, 1125 Ontario St. – **roof level parking only.**
- Avenue Garage, 720 North Blvd. – **roof level parking only.**

Program Facts

- Discounted employee parking cards are sold from the 25th day of the month until the fifth day of the following month or until all spaces have been sold.
- Cards are sold on a first-come, first-served basis.
- Cards expire monthly, regardless of use.
- Cards are non-refundable.
- Lost or stolen cards will not be replaced.
- Employer is required to attest to the applicant's wages, which are subject to verification. False reporting of wages will preclude participation in the Employee Discount Parking Program.
- Parking is limited to roof level only.

2019 Employee Discount Card Sale Dates

Sale Dates

1/25 - 2/6
2/25 - 3/6
3/25 - 4/5
4/25 - 5/7
5/28 - 6/7
6/25 - 7/5
7/25 - 8/6
8/26 - 9/9
9/25 - 10/7
10/25 - 11/6
11/25 - 12/5
12/26 - 1/7

How to Use the Card

- To enter the garage, press button and pull a standard parking ticket.
- Proceed to roof level (nesting area).
- At the roof gate, scan your barcode and then scan your ticket. This will apply your employee discount rate.

To Leave:

- Pay at any pay station or when exiting the ground level of the garage.
- To exit the roof, scan your ticket. You will have 15 minutes to leave the garage at the discounted rate.
- At the ground level exit, scan your ticket.

Prevent Card Damage

Treat your card carefully. Discount parking cards contain a barcode that can be damaged. If you believe your card is damaged, stop by the Holley Court Security Office, 1125 Ontario St., from 9 a.m. to 3 p.m., Monday – Friday for assistance. **Note:** If for any reason your card is not working, please see the security office.

Contact

For more information call 708.358.7275, email parking@oak-park.us or visit www.oak-park.us/parking.

Holley Court Garage	
Hours	Price
0 to 1.5	FREE
1.5 to 6	\$2
6 to 12	\$3
12+	Daily Rates
Avenue Garage	
Hours	Price
0 to 1	FREE
1 to 6	\$2
6 to 12	\$3
12+	Daily Rates



Employee Discount Parking Application

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BUSINESS INFORMATION - MUST BE COMPLETED BY BUSINESS OWNER/MANAGER

Business Name _____ Owner/Manager Name _____

Business Street Address _____ City _____ State _____ ZIP _____

Phone Number _____ E-mail _____

As owner/manager, I attest that all information provided herein is accurate, the business is in Oak Park, the individuals identified herein are current employees and the wage information is accurate. I am aware these pre-paid cards are non-refundable and availability is limited. (This form must be submitted and received before card may be purchased. Please allow 24 hours for application review.)

Signature _____ Date _____

Print Name _____ Job Title _____

GARAGE LOCATION

Avenue Garage, 720 North Blvd.

Note: Cards are limited and are sold on a first-come, first-sold basis. Cards are non-refundable.

Holley Court Garage, 1125 Ontario St.

EMPLOYEE INFORMATION

Employee Name	Number of Cards	License Plate Number	Vehicle Make	Card # <small>OFFICE USE ONLY</small>
TOTAL # of Cards				

OFFICE USE ONLY

Purchase Date _____ Expiration Date _____