

**UMKC Conservatory Parking Hang Tag Policy**  
**Effective October 25, 2016**

The following policy regarding hang tag use will go into effect immediately:

One-day parking hang tags will be provided for:

1. Any guest under contract or on the official Conservatory calendar who will provide a master class, lecture, recital, or lessons.
2. Any guest of the Dean of the Conservatory.
3. Any guest of the office of Advancement.
4. Anyone interviewing for a faculty or staff position.
5. At the discretion of the Associate Dean for Enrollment/Facilities Management and Performance Operations.

One-day parking passes will not exceed 5 passes (one week) per individual.

If you have contracted someone who will be here multiple weeks, or who works regularly on campus (more than four times per month) please contact Jim Snell as we have less expensive options available through parking services. You may be asked to include parking expenses in the budget of your event.

If you are working with potential students and/or recruiting visits, please have your guests register with the welcome center <http://www.umkc.edu/welcome/contact-us.cfm> prior to their visit. The University will provide one-day parking passes at no charge and the potential student will be on the University's recruiting cycle. This will work for a one-time visit only. Not multiple visits.