



U.S. Department of  
Transportation  
Office of the Secretary  
of Transportation



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## PARKING PROGRAM BULLETIN (DOT HQ Garage only)

**BULLETIN #:** TSB-2016-02

**DATE:** November 23, 2015

**SUBJECT:** Parking Payments for December 2015

**PURPOSE:** This Bulletin provides guidance on the Department of Transportation (DOT) parking payments for the month of December for the DOT HQ parking garage.

**INFORMATION:** Pending contract negotiations for a parking services contract, certain changes are in effect immediately. Quarterly purchases for parking permits are suspended. Pay.gov is not available for the purchase of December monthly or daily parking fees. December parking permits are only available at the Parking & Transit office (PTRAN). Daily permits sold in advance must be dated and are limited to dates in November & December. *From December 1<sup>st</sup> – December 11<sup>th</sup>, hours of operation will be 8:30 a.m. to 4:00 p.m., Monday through Friday. On December 14<sup>th</sup>, hours of operation will revert to 8:30 a.m. to 1:00 p.m., Monday through Friday.* The Parking & Transit office (PTRAN) is located at W12-190.

**ACTION:**

1. Daily permit payments are due on the same day as parked.
2. December monthly permit purchases must be purchased at the PTRAN office through December 11, 2015.

**EXPIRATION DATE:** This Bulletin will remain in effect until canceled.

**CONTACT:** If you have additional questions please contact [parking.transitoffice@dot.gov](mailto:parking.transitoffice@dot.gov).