

Texas A&M University parking permits are now valid in the CIR parking lot:

- If you have any valid TAMU parking tag, you are no longer required to have a RELLIS Add-On permit or sign in for guest parking.
- You are required to register your license plate with your TAMU permit, but there is no additional cost.
- Log into your account on Transportation Services' website and ensure your license plate has been added to your TAMU permit.
- Note that TAMU night permits are only valid 5:00pm - 6:00am.

10 GUESTS OR LESS:

The CIR will pay for **up to 10 guests** for small meetings at a cost of \$5/day/guest.

- CIR staff will register your guests upon arrival.
- Guests must provide name, license plate number and reason for visit (for example: John Smith, ABC-1234, Civil Engineering faculty meeting).
- Permits are tag-less and are monitored using license plate recognition.

11-29 GUESTS:

For meetings of **more than 10 guests and less than 30**, CIR will bill the host entity for the total cost of parking at a cost of \$5/day/guest.

- CIR staff will register your guests upon arrival.
- Guests must provide name, license plate number and reason for visit (for example: John Smith, ABC-1234, Civil Engineering faculty meeting).
- Permits are tag-less and are monitored using license plate recognition.

30+ GUESTS:

For events with **30 guests or more**, the host entity will need to make arrangements with Transportation Services, (979) 862-7943, to either (1) purchase placards or (2) purchase the lot.

- The host entity will provide staff to distribute placards to guests upon arrival and direct guests to display them on their dash.
- No placards or further parking registration is required when the lot has been purchased.

Guest spots at CIR:

- CIR has 7 guest spots in the front row of our parking lot, facing the glass front doors.
- The 3 CIR guest parking spaces are administered by the CIR Team.
- To reserve, visit our website (cir.tamu.edu) and select the conference venue tab. Click BOOK SPACE.

The 4 TEES guest parking spots are administered by TEES.
To reserve please contact:

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979-458-7558

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