Booting/Towing

Definition and Purpose
Booting/Towing and citations are used on campus as a parking enforcement tool. Booting/towing will be the final step in the process to discourage illegal parking. The term vehicle encompasses motorcycles, mopeds and motor scooters.

Rules and Regulations
- A vehicle may be removed and impounded and/or immobilized when the vehicle is:
  1. In a designated tow zone/no parking zone;
  2. In a handicapped or reserved space;
  3. At a designated bus stop;
  4. Legally parked but having three or more outstanding citations;
  5. Legally parked but having $100 or more outstanding citations;
  6. Not displaying license plates and/or VIN is covered or unreadable;
  7. Left unattended on a street or in a parking area continuously for more than 10 days under circumstances that tend to indicate that it has been abandoned; (excessive body damage, missing parts, one or more tires flat, evidence of abnormal fluid leaks);
  8. Left in a space or area after the time stipulated to vacate the space or area due to a special use;
  9. Parked on a lawn or grass area;
  10. Illegally parked in a permit-required parking area;
  11. Parked in a pay parking lot after the posted time stipulated to vacate the lot;
  12. Authorized for removal or impoundment by Georgia Code 40-6-206 or Georgia code 32-6-2, see http://www.lexis-nexis.com/hototpics/gacode/Default.asp;
- A vehicle may be removed and impounded, at no expense to the owner under the following conditions:
  1. When the vehicle is unattended and legally parked but constitutes a safety hazard or obstruction of traffic;
  2. When a vehicle must be removed in the interest of safety of persons or property because of fire, flood, snow or emergency reasons.

Restrictions
- The institute assumes no liability for damage to vehicles parked on institutionally controlled property during or as a result of immobilization or impoundment.
- Exceptions to the towing of a vehicle must be granted by the Senior Director, Director of Business Operations, Associate Directors, Manager or Enforcement Supervisor.

References
Annual Individual Parking Permit
Annual Carpool Parking Permit
Booting/Towing Procedure Manual
Citation Appeal
Citations
<table>
<thead>
<tr>
<th>Number</th>
<th>PTS-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective Date</td>
<td>Permit Year 2015-16</td>
</tr>
<tr>
<td>Date Created</td>
<td>November 28, 2012</td>
</tr>
<tr>
<td>Date Approved</td>
<td>March 14, 2013</td>
</tr>
<tr>
<td>Date Reviewed by Legal</td>
<td>March 14, 2013</td>
</tr>
<tr>
<td>Revision Dates</td>
<td>February 27, 2015, October 7, 2015</td>
</tr>
<tr>
<td>File Location</td>
<td></td>
</tr>
</tbody>
</table>