

**GCPS HS  
Reserved  
Painted Parking Spaces**



**COLLEGE PREPARATORY  
SCHOOL**

**WHO?:** Students who drive / Seniors can reserve early

**WHY?:** To beautify the campus  
To build school spirit  
To create tradition  
To support the Staff and Students of Gateway and Student Council

**HOW MUCH?:** \$100 or \$75 based on proximity – includes reserved parking place, permit

**THE PROCESS:**

\*Please note that allotted parking spots are given on a first come first served basis

- **Step 1:** Purchase a GCPS parking permit from the front office from August 5<sup>st</sup> – August 13<sup>th</sup> during regular business hours. Seniors can reserve early on August 1<sup>st</sup> – 2<sup>nd</sup>.
  - What you need:
    - A check for the appropriate amount made payable to Orenda Education or cash.
    - The completed application for the permit (see attached)
    - A copy of your driver's license
    - A copy of your insurance card
  - ◇ **IMPORTANT** – Your name must be on the insurance card (no exceptions).
  - ◇ We will **NOT** be able to make copies for you.
- **Step 2:** Choose a space to reserve for painting from the front office staff.
  - What you need:
    - a signed copy of the Reserved Painted Parking Space Contract (attached)
    - a copy of the design for your parking spot **MUST** be attached or drawn on the back of the contract and must be approved prior to painting; We will keep this, so make a copy for yourself.
    - All designs must be completed on the Senior Parking Design Request form and returned to the front office for approval by the Head of School. Your design should be clearly drawn on this form and must include the colors you will be using on your parking space.
    - Once your design has been reviewed, you will receive an email or call letting you know if it is unacceptable or if any changes need to be made.
    - The design may not exceed the parking space outline (2' x 2' square), and it must be school appropriate and follow the guidelines below.

**Mandatory Paint Options (paint can only be water based exterior latex; no spray, reflective or fluorescent permitted):**

- You will provide your own paint. (Consider sharing with others.)

**Prohibited:**

- **No offensive language, pictures, or symbols.**
- **No negative or rude language (Be nice).**
- **No “gang-style tagging.”**
- **No double entendre’s (Double meanings).**
- **You may use YOUR NAME.** If you want to use a nickname it must be approved. (A boyfriend’s or girlfriend’s name is **NOT** allowed.)
- **Prohibited items** will be painted over at the discretion of Administration. Disciplinary action may be taken & you may forfeit your right to a parking space and /or to park on campus.

**PAINTING DAY:**

(August 14<sup>th</sup>) 8:30am-2:00pm

- **Step 1:** Check in with the Student Council Table at your assigned parking lot. You must have your paint approved at this time.  
What you need:
  - your paint
  - your copy of your approved design – so you will have your approved template to follow. **You must follow this design exactly – no changes allowed.**
- **Step 2:** Begin painting.  
What you need:
  - your copy of your approved design
  - a broom to sweep off your spot before painting. (This will save you lots of time.)
  - paintbrushes, paint, or painter’s tape and any other supplies you may need

**PRIOR to Senior Activities:**

Students are required to paint over the design in black water-based exterior latex paint or pay a \$10 fee before Senior Grades are due (May 22nd). If they are a senior they will not be able to attend senior activities.

## Reserved Painted Parking Spaces Student Contract

Name: \_\_\_\_\_ ID Number: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

License Plate Number: \_\_\_\_\_ Parking Permit Number: \_\_\_\_\_

I hereby agree to abide by all of the following rules and regulations corresponding to my privilege of having a reserved painted parking spot:

- Upon purchasing my parking spot I will only use water-based exterior latex paint.
- I understand that I must check-in at the Student Council table located in front of the gym before I begin to paint.
- I know I am not allowed spray paint, reflective paint, or fluorescent paint of any kind.
- I will only paint within the marked parking space that is drawn for me.
- I know I have to bring my own brushes and painting supplies to decorate my spot.
- I will never park in another parking space that is assigned to someone else or let anyone park in my space.
- I will only paint my approved design following all the guidelines in my parking space.
- I understand that my painted design must be completed by 12:30 pm on August 14th.
- **If I do not abide by any of these rules, I realize my parking spot will be taken away and will be painted over, and I will not receive a refund.**
- If I park in someone else's painted parking spot, I will receive disciplinary action.
- I agree to paint over my design in black water-based exterior latex paint at the end of the school year or pay the fee. If neither are completed by May 22nd, I will incur a \$10 fine and will not be able to attend senior activities (if a senior).

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Guardian's Printed Name

\_\_\_\_\_  
Guardian's Phone #

\_\_\_\_\_  
Guardian's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_

For Office Use:

Parking Space # Reserved \_\_\_\_\_

Student brought the correct paint (Y/N) \_\_\_\_\_

# Senior Parking Design Request

This design sheet must be done in color and must represent exactly what will be painted on your parking space to be accepted. The design must fit into a 2' x 2' square.



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Student Printed Name

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Student Email

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Student Cell Phone Number

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Head of School Approval Signature