



**Office of
TRANSPORTATION
SERVICES**

Attachment D

Parking Instructions for Visitors

The Girard Park Circle Parking Tower is located at 138 Girard Park Circle, Lafayette, LA 70503

All vehicles must be parked head in unless there is a front license plate on the vehicle. ULL utilizes a license plate recognition system for enforcement purposes and license plates must be visible from the aisle.

After parking the vehicle in the Girard Parking Tower, go to any pay station in the garage to complete the steps below.

1. Enter the License Plate Number
2. Put in the required amount of time (1 hour, 2 hour 3 hour and so forth)
3. Press Enter
4. You will be prompted to answer Yes or No if you have a Coupon
5. Press Yes
6. Enter your code and press Enter/OK
7. A receipt will print out.

(Please note that failure to complete these steps may result in a citation being issued.)

****PLEASE INFORM YOUR VISITORS THAT THE CODE IS FOR THE PURPOSE OF THEIR VISIT ONLY AND NOT TO BE SHARED WITH ANYONE****

****THE VISITOR CODE IS NOT FOR**

UL FACULTY, STAFF, STUDENT, OR RETIREE USE**

UL TRAFFIC CODE:

<http://park.louisiana.edu/parking-enforcement/traffic-code>