

State of Rhode Island  
**DEPARTMENT OF ADMINISTRATION**

Division of Capital Asset Management and Maintenance

**D · C · A · M · M**

### **Courtesy Garage Parking**

Courtesy parking is based on space availability and is provided on a case by case basis for State Committee Members, Directors from state agencies not located within the Powers Building, and for state employees with specific business in the Powers Building who are attending meetings with the Department of Administration. Requests for courtesy parking privileges should be forwarded to the Division of Capital Asset Management & Maintenance for review and approval. Approved requests will be granted parking permission for a limited timeframe, based on specific need and only granted for up to one year. After one year, requestors will need to resubmit an application for renewed approval. In the absence of a renewal request, courtesy parking privileges will be automatically suspended.

### **Parking Garage Hours of Operation**

Garage Hours: 4:30 a.m. – 6:00 p.m./Monday-Friday

- The North Gate will open at 4:30 a.m. and close at 10:00 p.m. to allow after hours employees to depart the garage.
- The South Gate will open at 4:30 a.m. to 6:00 p.m.

Call the garage attendant at extension 6226 or the Capitol Police at extension 222-1000 for access out of the garage after 10:00 p.m.

### **Parking Garage Protocol**

For those using the garage, we remind you that the following rules apply:

- Speed Limit – 5 MPH at all times.
- Headlights – must be on while driving in the garage.
- Handicapped Parking – Space for such are clearly marked on each level and must be observed by all.
- Trash and littering – Receptacles are readily available and littering will not be condoned.
- Smoking is not permitted in the garage.
- Please note that there are height restrictions when parking in the garage as follows:
  - Vehicles over 7’4” should not attempt to enter the garage.
  - Vehicles over 6’7” should not attempt to park on “B” level.
  - Vehicles over 6’4” should not attempt to park on “C” level.

William E. Powers Building

Courtesy Garage Parking Application Form

Requesting Agency (Please circle)

DOA	DLT	DOC	OHHS	DMV	DOR	RITT	CRMC
DHS	DCYF	BHDDH	DBR	OMB	DOA Dir's Office	PUC DPUC	RIAG
Legislature	Board Member	VFW	CRB	Fire Marshal	DPS	State Police	Other

Reason for request: \_\_\_\_\_  
\_\_\_\_\_

Duration of request: (1-year maximum): \_\_\_\_\_

Make of Vehicle: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

Year: \_\_\_\_\_ Registration: \_\_\_\_\_

Signature of Requester: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Agency Director: \_\_\_\_\_ Date: \_\_\_\_\_

DCAMM Approval Date: \_\_\_\_\_