Interlake High School PRIORITY Parking Permit Application Cover Sheet

Submitting an application does not guarantee a parking permit. Space is limited. Not all students will be granted parking permits due to space constraints.

1. Before beginning an application, are the following statements true?

☐ The student will be a junior or senior during the 2026-2027 school year.

☐ The student is at least 16 years old at the time of application.

☐ The student has a valid driver's license and insurance at the time of application.

☐ The student has a verified carpool group OR is in WANIC, an internship, or Part-Time Running Start during the 2026-27 school year.

If you checked **all four** boxes, you can apply for an IHS PRIORITY parking permit.

2. Incomplete applications will not be accepted. Make sure you submit:

☐ A printed application with **all the signatures completed by all parties**.

☐ A printed copy of the applicant's valid driver's license.

☐ Printed proof that the applicant is insured (i.e., insurance card). The insurance document must include the **student** driver's name.

Copies cannot be made at school. Only complete applications will be accepted.

3. Complete applications will only be processed if:

☐ The applicant turns in their laptop on or before June 18th.

☐ The applicant pays all fees and fines from the 2025-2026 school year prior to August 14th.

If you were able to check all the boxes in steps 1,2,3 you are ready to begin the application process. Read through the following pages for:

- An explanation of the application process
- Important dates for IHS parking permit applications
- The application page 1 – Required to complete, sign, submit
- The application page 2 – Required to sign, submit

Interlake High School Parking Permit Application Process 2026-2027

Applications for a parking permit are available on the Interlake High School website and in the Interlake Main Office:

- Turning in an application, does not guarantee the student a parking spot. Space is limited.
- Parking permits will be assigned to juniors and seniors only.
- Students must pay all outstanding fines and fees **BEFORE** they apply. If Priority applicants have fines or fees after June 18th, their applications will be included in a lottery with the single driver applications for the remaining spaces, if available.
- Students must be at least 16 years old and have valid driver's licenses. No exceptions. Carpool drivers must meet the 6-month state requirement for driving with passengers. Driving with siblings is legal and will qualify for a carpool however please see the minimum requirements for carpool/rideshare.

Carpools, Off-Campus WANIC, Part Time Running Start and Seniors with internships are given priority for parking permits. Only carpool applications and applications for students who are confirmed to be in an Internship, Running Start or off campus WANIC will be accepted in June. If more applications are received than parking spaces available, a lottery will be used to determine who will receive a permit (See Important Dates).

- Carpools consists of 3 or more students: One driver and at least two passengers.
- If a student is part of a carpool, they will not be eligible for a **single-driver parking permit**.
- All Priority applications submitted after the priority window will be included in a lottery with the single driver applications for the remaining spaces, if available.

All parking spaces will be given according to the process outlined below:

- All applications must be delivered to the school in person during the designated dates and times. **There will be no exceptions**. All carpool/rideshare applications will be entered in the single driver lottery if received after the priority deadline.
- Complete applications include:
  - A completed application **form** with all signatures, a copy of a **current insurance card**, and a copy of the **student's driver's license** (no copies will be made at the school).
  - You must arrive with a complete application packet. No copies can be made at the school.
  - Incomplete applications will not be accepted.
- **Do not attach checks** to the application. Payment will be accepted once a student has been approved for a parking permit.
- When a parking permit is issued, the student/family will receive an e-mail indicating they have been approved for a parking permit, and when it will be ready to be picked up.
- Parking permits can be picked up on the designated dates/times. Students must pay the $100 permit fee before receiving their permit.
- Students have until the end of the first week of school to pick up their parking permit. If it is not picked up by this date, it will be released and assigned to a student on the waiting list.

IMPORTANT DATES for IHS Parking Permit Applications 2026-2027

Priority Permit Application	*Single Driver Permit Application*
Important Dates: **June 8th – 15th** Priority applications for 2026-2027 will be accepted in the Main Office according to the following schedule: • Monday through Friday: 8:00 am – 12:00pm **June 16th – August 10th** NO PARKING APPLICATIONS WILL BE ACCEPTED. MAIN OFFICE WILL BE CLOSED AT THIS TIME. **August 11th – August 14th** Priority applications for 2026-2027 will be accepted in the Main Office according to the following schedule: • Tuesday – Friday 9:00 am – 12:00 pm **August 14th 12:00pm** Priority application period ends. Any Priority applications turned in after this time will go into the lottery for the remaining spots. **PLEASE SEE SINGLE DRIVER PERMIT INFORMATION IN THE RIGHT COLUMN FOR IMPORTANT DATES.** **August 19th** Notification e-mails will be sent to those Priority applications that are approved for a permit. E-mails sent to parent and student email address listed in Synergy. **August 22nd** Online payment window opens for accepted Priority permits. **September 2nd – 8th** Permits can be paid for in person at the Accounting window from 9:00am-2:00pm. Prepaid permits ready for pick-up in the Main office from 9:00am-2:00pm. Proof of payment required. **September 9th 12:00pm** Permits not paid for or picked up will be canceled. Those applicants will be added to the waitlist.	**Important Dates:** **June – August 17th** NO SINGLE DRIVER PARKING APPLICATIONS WILL BE ACCEPTED. **August 17th – 25th** Parking permit applications (both past deadline Priority and single driver) accepted in the Main Office from 9 am–12 pm. Applications will be included in the lottery for the remaining spots. **August 27th** Notification e-mails will be sent to those applications that were selected in the lottery. E-mails sent to parent and student email address listed in Synergy **August 28th** Online payment window opens for accepted single driver permits. **September 2nd – September 8th** Permits can be paid for in person at the Accounting window from 9:00am-2:00pm. Prepaid permits ready for pick-up in the Main office from 9:00am-2:00pm. Proof of payment required. **After September 2nd** Applications will continue to be accepted and added to the waiting list in the order they were received. **September 9th 12:00pm** Permits not paid for or picked up will be canceled. Those applicants will be added to the waitlist.

INTERLAKE HIGH SCHOOL PARKING
PRIORITY PARKING DRIVER APPLICATION 2026 – 2027
(Carpool, WANIC, Internship, Part-Time Running Start)

Students must provide copies of insurance card and a driver's license. Incomplete forms will not be accepted.

Falsifying on a priority application will result in the applicant losing the privilege of a parking permit for the entire year.

Name: _____ Student ID: _____ Age: _ _ _ _

Grade (circle one): 11 12

Driver License #: _____ Expiration Date: _____

Insurance Provider: _____ Insurance Policy #: _____ Expiration Date: _____

List ALL cars that you may drive to school.

1. License Plate _____ Make _____ Model _____ Color _____
2. License Plate _____ Make _____ Model _____ Color _____
3. License Plate _____ Make _____ Model _____ Color _____

Are you in a special program (ex: WANIC, Internship, Running Start or attending fewer than 4 classes at Interlake)
If yes, which program: _____ AM _____ PM _____

I have read the PARKING POLICY & RULES and agree to abide by them. I agree to read the 2026-2027 Student Handbook for updates to the PARKING RULES. I understand parking is a privilege. If I cannot abide by the rules, I will be subject to ticketing, towing or loss of parking privileges with NO refund of fees. I agree that I will only park in the lot I am assigned and if I don't I will lose my parking privileges.

Driver Signature: _____ Date: _____

I have reviewed the parking rules with my student and understand that if they do not follow the rules they will be held accountable to the consequences listed above.

Guardian Signature: _____ Date: _____

Guardian Contact Info: E-mail Address: _____ Cell # _____

Carpool Passengers: Carpools require a minimum of 2 passengers and the driver. Fill in the blanks below with the names of the passengers. ***Carpool passengers MAY NOT fill out an application***. By signing, carpool passengers understand that they will not be eligible for a parking pass for the 2026-2027 school year.

☐ Name 1 _____ Student ID _____ Signature _____

☐ Name 2 _____ Student ID _____ Signature _____

☐ Name 3 _____ Student ID _____ Signature _____

Office Use Only: Received By: _____ Date Received: ___/___/___ Time: __:__

Student Name: _____ ID: _____

INTERLAKE HIGH SCHOOL PARKING POLICY 2026-2027

1. **All fines must be paid prior to purchasing a parking permit. Fines may be paid before or after school or during lunch or online.**

2. The student parking fee is $100. Part-time Running Start students & those attending WANIC classes at other schools must have a permit to park at Interlake. Non Interlake WANIC students may park for free where assigned with a parking permit once they have paid for parking at their home school. Everyone needs to turn in a signed parking contract. Permit fees may be paid with cash or check or a credit card at the Accountant Office.

3. All students & parents must read, complete, sign & date the parking application.

4. Students must return the forms on the designated days. Once capacity is reached, a waiting list will be started, and permits will be issued at the approval of the administration. Public transportation is also encouraged.

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5. Priority will be given to carpools. ___Initial to agree

BELLEVUE SCHOOL DISTRICT PARKING POLICY:

"By issuance of this permit, the Bellevue School District does not assume liability for any property damage to any private automobile parked on the property. The owner/operator(s) of all private vehicles accept responsibility for their own property & agree that they are parking at their own risk."

Please Note: Interlake High School administrators have the right to search your vehicle upon request if it is on Interlake High School property. The vehicles are also subject to random sweeps by canine units trained in detecting illegal substances. ____Initial to agree

Purpose of Parking Fees
The purpose is to assure the safety & security of Interlake, and to deter students from violating safe driving & parking practices. Funds generated by parking fees are used to pay for supervision of all parking lots on IHS campus, upgrades, maintenance, costs related to parking registration & maintenance of ticket records, parking facility, & other school-related costs.

What are the Rules & Consequences for violations?
Parking citations carry a minimum $30 fine depending on the severity and/or frequency, additional penalties and/or discipline consequences up to & including temporary or permanent loss of parking privileges, and will be issued for the following:

1. Parking without a valid & visible permit. Permits must be clearly displayed on the rear-view mirror or on the dash.

2. Improper parking of vehicle, including not properly parking in the stall (taking more than one place or blocking accessibility), parking in restricted areas (fire lanes, bus lanes, handicap only, staff or visitor parking areas, the bus turn-around area, grass etc.) or not parking in assigned parking area.

3. Moving violation (speed, unsafe driving, running a stop sign, misuse of vehicle). The speed limit in the parking lots is 10 MPH.

4. Falsification, misrepresentation, reselling or possession of another student's parking permit.

5. Students may not borrow, loan or resell parking permits. Parking privileges may be suspended or revoked for these acts & additional fees imposed.

6. A fine will be issued for parking in a handicap space without a valid & visible state handicap parking permit, issued to the driver of the car. Car is subject to ticket and/or impound from the Police Department.

7. If you wish to dispute a parking ticket you receive, you must do so with the parking supervisor, within five (5) days. **No changes will be made for tickets older than five school days.** Disputing a parking ticket does not necessarily result in a reduction or elimination of the fine.

8. For a student with more than three violations, a referral will be written, & parents will be contacted. A towing warning letter may be issued.
____Initial to agree

9. **Parking fines must be paid by the end of each quarter or the parking permit may be revoked until the parking fines are paid.** No reimbursement will be given if the parking permit is revoked.

10. A student may not have a handicap parking pass and play on a sport team without prior approval from the principal.

11. A student will be allowed to replace a lost or stolen parking permit **once** at a cost of $20. The original permit will be voided & a new permit issued. If your permit is stolen, submit a report of the theft with the security officer immediately.

Repeated violators may be towed at the owner's expense. Violations & sanctions are specifically detailed in the Discipline Policy. Cars towed will be assessed a fine from Interlake in addition to fees charged by the other agencies.

I have read, understand, and agree to the Interlake High School and Bellevue School District parking rules as outlined above.

Student Signature: _____ Date: _____