



**Cherry Hill High School West**

2101 Chapel Avenue  
Cherry Hill, New Jersey 08002  
Phone: 856-663-8006 ext. 1221  
Fax: 856-663-2180  
Dr. Toni Damon, Principal

Order number that letter was received: \_\_\_\_\_

**PARKING SPACE LETTER OF AGREEMENT  
2021-2022 School Year**

Dear Student and Parent/Guardian:

The Cherry Hill Board of Education has implemented the following policy for eligible Senior high school students to acquire a school parking space in the Cherry Hill School District.

1. A student parking application **must** be approved.
2. Applicant **must** produce a valid registration, insurance card, and NJ Driver's license.
3. The approved student will be issued a numbered permit placard that will coincide with the student's parking space number.
4. The parking space/permit cost is \$50.00 (fifty dollars) per school year.
5. The replacement cost of a parking permit placard is \$5.00 (five dollars).

**A student's parking privilege can be suspended or revoked for, but not limited to, the following:**

1. Failing to park in student's assigned parking space.
2. Allowing others to use student's parking placard/parking space.
3. Attendance issues (Principal or Administrator's discretion).
4. Student going to his/her motor vehicle during the school day without staff permission.
5. Disciplinary issues (Principal or Administrator's discretion).
6. Student's driver's license or motor vehicle registration is suspended or revoked.
7. Parking a commercial motor vehicle on the school lots.

**When a student is unable to park in his/her parking space, that student shall park on the front lot of Jones Gym between the white lines. The student shall notify the campus police. Students are not allowed to park in another student's parking space.**

**Students that fail to park in their assigned parking space in violation of the school policy and receive a summons can either pay or protest this summons at the Cherry Hill Municipal Court.**

In signing this Letter of Agreement the Student and Parent/Guardian acknowledge that they have read and fully understand the Agreement. The signed Letter of Agreement for approval must be returned with the completed Parking Application and a \$50.00 (fifty dollars) parking permit fee. **Currency is not accepted; checks or money orders only** – made payable to: Cherry Hill High School West.

Thank you,

Dr. Toni Damon  
Principal

\_\_\_\_\_  
Driver's Name (Print)

\_\_\_\_\_  
Driver's Signature

\_\_\_\_\_  
Parent/Guardian's Name (Print)

\_\_\_\_\_  
Parent/Guardian's Signature

**School Parking/Driving Regulations  
Parking and Driving Rules for Students**

The school parking lots have a limited amount of student parking spaces. Properly completed parking applications will be **approved in the order received**. Only **seniors** can apply for a student parking permit/parking space. Only applicants with **a valid NJ driver's license** can apply for a student parking application.

**Procedure to receive a parking permit:**

- The applicant must properly complete the parking permit application.
- The application must be signed by the student and student's parent/guardian.
- The completed applications will be reviewed by the Campus Police and upon approval the applicant will be issued a parking placard/parking space.

**The approved applicant agrees to adhere to and abide by the following:**

- During the school day the applicant will not loiter in the school parking lot.
- The student will not go to his/her vehicle during the school day without staff permission.
- The applicant agrees to adhere to the School, State and Municipal parking and driving regulations.
- The motor vehicle under the applicant's control **can be subject to a search** by the Police, Principal, Administrators or other school staff when there is a reasonable belief that drugs, stolen property, alcoholic beverages, weapons or other contraband may be present in the motor vehicle.
- The applicant will park in his/her assigned parking space.
- The School/School Board **accepts no responsibility** for damage to or loss from the applicant's motor vehicle.
- The applicant will attach his/her placard onto the motor vehicle's rearview mirror with the number facing the windshield. The placard number must be visible (no obstructions).
- The applicant must notify the Campus Police when his/her driving or registration privileges are suspended or revoked.

**The parking/driving regulations are strictly enforced. Parking on the school grounds is a privilege not a right. The Campus Police are assigned to enforce the school parking policy and the State of New Jersey Motor Vehicle Laws.**

***In signing this Letter of Parking Regulation Agreement the Student and the Parent/Guardian acknowledge that they have read and fully understand the Agreement.***

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Driver

\_\_\_\_\_  
Signature of Parent/Guardian

Assigned Parking Placard Number \_\_\_\_\_

Date received from Student: \_\_\_\_\_

**Cherry Hill High School West  
Application for a Student Parking Permit**

Grade: \_\_\_\_\_ H.R.: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_

Vehicle License Plate Number: \_\_\_\_\_ State: \_\_\_\_\_

Insurance Company Name: \_\_\_\_\_

Insurance Policy Number: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ Year: \_\_\_\_\_

**Name of Registered Owner of Motor Vehicle:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Student's Cell Phone Number: \_\_\_\_\_

Parent/Guardian's Name and Cell Phone Number: \_\_\_\_\_

**Refund Policy: Refunds will be issued up to five (5) school days after acceptance of the student parking placard**

Student's e-mail address: \_\_\_\_\_

Parent/Guardian's e-mail address: \_\_\_\_\_

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**FOR OFFICE USE ONLY:**

Date of Placard Acceptance: \_\_\_\_\_ Check No.: \_\_\_\_\_

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

Campus Police Officer's Signature: \_\_\_\_\_

**Currency is not accepted. Checks or money orders only; made payable to:  
Cherry Hill High School West**

## Instructions for Senior Student Parking Permit

Applications must be legibly printed in black ink.

Senior students interested in acquiring a West High School parking permit must complete the three part parking application.

- Page 1. Requires the signature of the student and a parent/guardian.
- Page 2. Requires the signature of the student and a parent/guardian.
- Page 3. Must be completely filled out.

Please review the application to ensure that the application is complete.

Please see the Campus Police in their office on **Wednesday, September 22, 2021** during the lunch periods to accept the properly completed parking applications. Applications will not be accepted prior to **September 22, 2021**. After this date, students can give their applications to the Campus Police officers anytime they see them.

Parking Spaces are assigned in the order that the properly completed applications are received.

Applications that are not properly completed or are not legible will be returned to the student and are not accepted until completed properly.

Students that have a preference for a parking area, i.e., senior hill, front of Jones Gym or the side of Jones Gym, can print their preference on page one of the application. Students that fail to choose a parking area preference will be issued an area.

Students that fail to park in their assigned parking space in violation of the parking policy and receive a traffic summons can either pay or protest the ticket at the Cherry Hill Municipal Court.

**Students that owe obligations cannot receive a parking space until their student obligations are satisfied. The student obligation list is posted in the main office and in the student activities office.**

**Currency is not accepted. Only checks or money orders are accepted; made payable to: Cherry Hill High School West.**

Thank you,



P/O W. Graham #982

Campus Police

[wgraham@chclc.org](mailto:wgraham@chclc.org)

856-663-8006, Ext. 1551