



How to Request Resident Parking at Denver Health

To register for parking at Denver Health as a visiting resident/fellow, you must complete the following by the deadline set for returning your badge and photo forms to your Program Coordinator.

1. Get your information ready before logging onto the parking application site:
 - Your Denver Health email address or your sponsor institution email address (not your personal email address)
 - Your vehicle make, model, and license plate number. If you do not have a vehicle yet, you will enter TBD in these fields on the parking application site and contact parking office for updates (see page 2)
2. Contact your Program Coordinator at your sponsoring institution to obtain the link to the parking application site and complete each required (*) field. Make sure to indicate the following selections:
 - Under "Current Work Location (Unit or Address)", type "Pavilion A"
 - Under "Parking Shifts", select "247 – 24/7 Access"
 - Under "1st Parking Choice", select "NAG – New Acoma Garage (540 Acoma)"
 - Under "1st Parking Cost", select "\$25" only to log the request. Residents/fellows will not be charged for parking
 - Under "2nd Parking Choice" and "2nd Parking Cost", indicate the same responses as above
 - Under "Employee Acknowledgement", select "Yes" only to log the request. Residents/fellows will not be charged for parking
 - Finish and submit your application by clicking "Submit"
3. Pick up your parking permit:
 - If you are a new intern at the University of Colorado, you will receive your parking tag during the Denver Health New Intern Orientation, a two-day event held at Denver Health every year (in June). You must submit your parking application by the date indicated by your Program Coordinator at your sponsoring institution. Full instructions for what to prepare and bring, including where to park for orientation, will be provided to you in a separate communication.
 - All other residents/fellows will receive communication from your sponsoring institution Program Coordinator or the Denver Health Administrative Assistant/Department Coordinator in your rotation area regarding picking up your parking tag
4. Park at Denver Health:
 - Refer to page 2 of these instructions (*Where Residents Should Park at Denver Health*) for full information about where to park while on rotation at Denver Health, also available when you pick up your parking tag

Note: For **bicycle** parking, please visit the Key & Access shop at 645 Bannock Street (2nd floor) or call 303-602-2400. You can only do this AFTER you have completed your onboarding process, as you will need to provide your Denver Health User ID.

Where Residents Should Park at Denver Health

- Parking is free for residents/fellows! Registration required to receive a parking tag. The parking tag must be hanging and visible at all times.
- All residents/fellows should park in the South Acoma garage at 540 Acoma Street (**Garage 4** on the map). The entrance to this garage is off Acoma Street just south of 6th Avenue.
 - An employee shuttle runs every 10 minutes, 7 days per week between 5:00 AM - 9:00 AM and 5:00 PM - 9:00 PM. Pick-up is the southwest corner of the garage and drops off at the corner of Pavilion K front entrance. Return to the garage picks up at the corner of Pavilion K
- Monday through Friday evenings, if you arrive for work between 5:30 PM and 3:00 AM you can park on the roof of the Delaware Garage (Garage 1 on the map).
 - You will badge into the Delaware Garage main gates and then badge into the rooftop employee parking. This is the only place in the garage where you can park without receiving a citation.
 - You can also park on the roof of the Delaware Garage anytime over the weekend (Saturday and Sunday).
 - You will leave the Delaware garage by badging out at any time, but Monday through Friday you must exit the garage by no later than 8:45 AM.
 - The height of the Delaware Garage is below 6' 5". Do not attempt to enter the garage if your vehicle exceeds this height or if it touches the warning bar when entering the garage.
- Resident parking is currently allowed in the Valet Parking surface lot (Lot 3 on the map) ONLY after hours (between 6:00 PM - 7:00 AM).
 - Residents can TEMPORARILY use the Valet Parking surface lot on the weekends as well (from Friday 6:00 PM – Monday 7:00 AM)
- Parking in areas outside the locations and times specified above may result in a ticket. If you receive a citation and believe it an error, contact Security at 303-436-7444 within 48 hours.
- Operating the garage gates for entry or exit:
 - Have your Denver Health ID badge ready to scan. Separate it from other badges for a clean read.
 - Alternatively, you can register your cell phone with the Denver Health Parking Office. Contact your Program Coordinator for instructions on how to register to use a cell phone.
 - Always use your badge or cell phone to enter/exit the garage. If you ever enter or exit without using your credentials (gates are open), you will need to contact Engineering (303-602-2420) to reset your badge.
 - If the gates do not open and you are stuck at the gate:
 - Use the touchscreen and select HELP (24/7 service), or
 - Contact Engineering to open the gate remotely: 303-602-2420, Monday – Friday, 7am – 4pm, or
 - Contact Security after hours and weekends: 303-436-7440
- Parking Office support, parking tag pick up, and to register a new vehicle: call 303-602 2358 or email James.Moulton@dhha.org (Pav J). Office of Education on Pav D.

