

## **Employee Parking FAQ**

**As of: March 2025**

### **What about my existing \$30 security deposit (for the parking card) under the old employee parking program?**

*All existing employee parking cards will have their \$30 deposit fee credited to the first month and half when they register for the paid parking program. Going forward deposits will no longer be required for the issuance of an employee parking card.*

### **What if I lose my employee parking card or it is stolen?**

*Please immediately report a lost or stolen card to the center's parking office to deactivate the card. The replacement fee for a lost or stolen card will be \$10 per occurrence. This \$10 fee is non-refundable and is not a deposit.*

### **Do I still need to pay the full monthly charge if I start as a new employee after the 15<sup>th</sup> of the month?**

*Employees, starting after the 15<sup>th</sup> of each month, will only need to pay \$10 for their first month and then will move to the full monthly rate starting the following month.*

### **What if my employment ends mid-month, or prefer to cancel my employee parking agreement?**

*No refunds will be issued for a partial month; however, the card will remain active for the remainder of that month. Please notify the center's parking office immediately when your employment here ends or if you wish to cancel your employee parking agreement to ensure you are not billed for any future payments.*

### **I don't have a credit card/debit card, what do I do?**

*If you do not have a credit or debit card, you will need to register for the employee parking program in person at the center's parking office. All monthly payments will need to also be made prior to the beginning of each month to ensure the card stays active. Please note there is an additional \$5 fee for using this option.*

### **What happens if I fail to adhere to the center's paid parking program?**

*Employee parking is a privilege and can be revoked at any time. You must be an employee of Cherry Creek Shopping Center to enroll in this program. Anyone who is found to not be a current employee of the center will be moved to a non-employee rate which is currently \$200 per/month. Regular audits will be conducted to ensure that all passholders are currently employed at one of the center's merchants.*