

## ***Parking Regulations***

International University of Sarajevo (IUS), Foundation for Education Development Sarajevo, and Sedef Bosnia d.o.o. welcomes you, the motorist, on campus. Students, faculty, staff and visitors who drive vehicles on campus will be responsible for proper registration, use and operation of their vehicles in accordance with the traffic/parking regulations set forth by Sedef Bosnia d.o.o. and Bosnia and Herzegovina state law.

Foundation for Education Development Sarajevo deem it necessary to make and enforce these regulations for the safety and welfare of students, employees and visitors, and for the efficient operation of the University

Sedef Bosnia recognizes the use of motor vehicles as a convenience and it is not obligated to provide unlimited parking for all vehicles entering campus. It will, however, attempt to provide reasonable parking spaces for properly registered vehicles within the sites available.

The objective of these regulations are: to define parking areas and provide for their most effective use; limit all parking to within designated areas in order to control the smooth flow of traffic; and, to provide access to all roadways and parking lots by emergency vehicles at all times. To accomplish these objectives, cooperation of all motorists on campus is expected.

## ***Responsibility***

It is the responsibility of each student, faculty/staff member and visitor to be familiar with the locations in campus where parking is permitted and any/all rules pertaining to parking in campus. The campus map designates where students, faculty/staff and visitors may park.

International University of Sarajevo (IUS), Foundation for Education Development Sarajevo, and Sedef Bosnia d.o.o. assume no responsibility or liability for fire, theft, damage to or loss of any vehicle or any article left therein.

A parking permit or pass does not guarantee to the holder a parking space. Spaces in prime locations tend to fill up first. Depending upon time of arrival, perimeter lots may be the best choices for parking

## ***Enforcement***

Parking enforcement is the responsibility of Sedef Bosnia d.o.o., and IUS Security & Safety. Parking regulations and enforcement are in effect 24 hours a day, 365 days a year. Sedef Bosnia d.o.o. and IUS Security officers may require identification of any person/s within campus. Refusal to comply may result in the issuance of a citation, a towed vehicle and/or notification of the Sarajevo Police Department.

### *Parking signs and speed limit*

Parking signs have been kept to a minimum to preserve the beauty of our campus. Consequently, signs primarily designate where you are allowed to park, rather than where you may not park. All vehicles must be parked within the two designated white lines provided.

**The maximum speed on campus roads is 20 km per hour.** Parking lots require slower speeds

### *Permits*

All vehicles parked in campus that are owned or used by any student, faculty/staff or overnight visitor must have a valid parking permit. Parking permits may be obtained through the office of Sedef Bosnia d.o.o. which is located in campus building B.

- **Student permit monthly:** Student Parking Permit fee is 20,00 KM (BAM) monthly. Student can purchase the monthly parking permit with their Student ID card at Sedef Bosnia d.o.o. office.
- **Faculty/staff permit:** All faculty/staff may obtain a no-cost parking permit from IUS Security and Campus Safety. The permit allows parking in any designated faculty/staff lot or space.
- **Overnight visitor permit:** Visitors may obtain a cost of parking permit that will allow them to park in any designated visitor lot or space. Permits can be picked up at Security and Campus Safety. A visitor is defined as any person not employed with or enrolled at IUS, who occasionally has business or another reason to be in campus. Students living off campus are NOT considered as visitors and are required to have a parking permit

Students must pay the total cost of a permit (full rate bases on monthly) before the permit will be issued on ID Cards. Permit refunds will not be issued after 3 days.

**Parking permit may not be used by, or transferred to, another individual who is not a registered user of the permit. Violators will lose parking privileges on campus. Permits are not to be resold.**

### ***Visitor and Temporary Parking Ticket***

Temporary parking ticket is required for all students, visitors and persons wishing to bring motor vehicles on campus for short intervals. Ticket will be provided automatically at the main entrance gate of IUS campus.

#### **Ticket prices**

- **1 hour stay – free of charge in one day**
- **After 1 hour of free charge, even a minute stay is 1,00KM**
- **After 1 hour of free charge, and an hour of charge, half an hour stay is 0,50KM**

If the person loses his/her parking ticket, the penalty fee is 25,00KM.

The user of the parking permit, visitor or student must do in-out cycle at once in order to use parking service properly. Otherwise the person cannot pass through entrance gate .

### ***Permit Application***

The parking permit must be applied to the student's ID Card, who is registered and pays the fee, park ramp will work automatically when the person slips his/her ID card on the gate counter.

### ***Prohibited parking areas***

- Parking is always prohibited in driveways, walkways, building exits, fire lanes, on grass or any place that would inhibit access of emergency vehicles. In such cases, the vehicle will be towed with or without notice and stored at the owner's expense.
- Vehicles that are not parked in appropriately designated spaces or in the properly designated location (i.e. faculty/staff parking, student parking, etc.) may receive a parking ticket and/or may be towed without warning or notice.

### ***Loading and unloading vehicles***

Vehicles may be parked temporarily in driveways for up to 15 minutes for loading or unloading, provided that the emergency flashers are activated, and the driver is readily available to move the vehicle. Vehicles parked for more than 15 minutes may be ticketed and/or towed without warning or notice.

### ***Parking during vacations***

Students who wish to leave their vehicle in campus parking lot for a long period of time (such as semester holidays, etc.) must contact IUS Security and Sedef Bosnia d.o.o. to make appropriate arrangements and pay the fees in advance for duration of vehicle stay. Students who leave his/her vehicle in campus for a long period of time may park in other designated spaces in campus during the day (weather permitting) but must park their vehicles in overnight parking lot which located on the left side of Building B. Vehicles left in any other lots on campus after these times may be ticketed and/or towed without warning or notice.

### ***Parking related notices***

General parking announcements will be publishing on the main gate of campus. Parking announcements will be titled either "**Parking Notice**" or "**Urgent Parking Notice.**" All persons with parking permits are responsible for being knowledgeable of all information.

### ***Revocation of parking privileges***

**Students:** Parking fines will be applied directly to student's ID CARD. Students who receive three parking fines will lose their parking privileges and may have their vehicle towed if it is found parked on campus. Owner of motor vehicle are responsible for payment of any towing or storage fees incurred as a result. If the vehicle has been towed, Security and Campus Safety will advise which towing company has the vehicle. It is the owner's responsibility to retrieve their vehicle from the towing company. It should be noted that, generally, local towing companies only accept cash.

### ***Violations and Fines***

All fines can be paid at the Cashier's window on the gates or Sedef Bosna d.o.o. If not paid in this manner, the charge will automatically be applied to the ID holder's account. All violations accrued by any driver operating a motor vehicle will be charged to the registrant of that vehicle.

#### 12.1 List of violations and fines

#	Description	Fines Amount
1	Failing to register	100 KM
2	Failure to register additional	25 KM
3	Parking adjacent to a fire hydrant	50 KM
4	Obstructing traffic flow	50 KM
5	Parking in no parking/unsigned/unlined	25 KM
6	Parking outside designated lines	25 KM
7	Parking on crosswalk	25 KM
8	Double parked	25 KM
9	Disregarding officers directions	50 KM
10	Entered lot the wrong direction/against arrow	25 KM
11	Drive or parked on landscape/grass	50 KM
12	Failure to display decal warning	0 KM
13	Failure to display decal	25 KM
14	Failure to yield to pedestrian(s)	25 KM
15	If hazard or safety concern exists	100 KM
16	Driving or parking on paths or sidewalks	50 KM
17	Riding on outside of moving vehicle	50 KM
18	Parked in a fire zone	50 KM
19	Parking against the flow of traffic	25 KM
20	Parking in service vehicle area	25 KM
21	Parking in an unauthorized space	25 KM
22	Illegal transfer of parking permit (using other's ID Card)	50 KM

### ***Rule Changes, Clarifications & Risk***

Sedef Bosnia d.o.o. reserves the right to change parking regulations at any time, as needs and situations require.