



### Bell Parking Garage Procedures

**Location:** 11th Street, between Montgomery Avenue & Berks Mall

**Hours of Operation:** 24 hours per day; 7 days per week.

**Clearance Level:** 7 feet (No oversized vans permitted)

#### **Bell Garage Security:**

- Office of Campus Safety Services is located just west of garage.

#### **Stairway Locations:**

- Stairway #1 is located at the northwest corner of the garage. This stairway will lead directly to the pedestrian garage exit.
- Stairway #2 is located at the southeast corner of the garage. This stairway may be used to reach the ground level. **However, the southeast emergency exit door onto Montgomery Avenue is alarmed and may not be used unless the threat of a fire exists. Unauthorized use of this door could result in the revocation of your parking privileges.**
- *The garage is not equipped with elevators.*

#### **Traffic Flow:**

- Please follow the directional arrows when entering & exiting the garage. Please drive **forward** into your parking stall. Do not **back** into the stall.

#### **Montgomery Avenue and Garage Pedestrian Entrance/Exit Doors:**

- One door is located on the Montgomery Avenue side of the facility, just east of the Campus Safety Office location. You must use your Temple ID card at this door to enter the pedestrian walkway, which also leads to the garage double door pedestrian entrance. These doors are located on the west side of the garage, next to the building east side security entrance. They are also equipped with a McGann card reader and also must be used by pedestrians upon entering the garage. After the door is activated by your Temple ID card you will have a total of 6 seconds to open the left door by pulling the door handle.
- **These doors are never to be left open; and no one is permitted to enter from these doors unless they use their Temple ID card. Please carry your Temple ID card at all times.**

**Garage Entrance Card Control Unit:**

- The garage entrance lane is equipped with a McGann swipe card reader, which must be used to activate the overhead gate enclosure. A time delay feature allows each user ample time to enter the facility before the gate enclosure closes; **NEVER** piggyback behind another user, as the gate may close and cause damage to your vehicle.
- When the entrance gate card unit is not working, please call the Office of Parking Services at ext. 1-5301 (8:30AM – 5:00PM, M-F), the Liacouras Garage Office at ext. 1-2451 (after 5:00PM), or the Office of Campus Safety Services at ext. 1-1234 (emergencies only).

**Parking Hangtag/Decals:**

- All Bell Garage guaranteed access parkers will be issued a parking hangtag/decal by the Office of Parking Services.
- Parking hangtag/decal **must** be displayed (on the back of rearview mirror) inside of your vehicle **at all times**.
- **Vehicles that do not display a parking hangtag/decal are subject to ticketing/towing procedures.**

**Speed Limit:**

- The posted speed limit in the garage is 5 MPH.

**Level 2 Reserved Spaces**

- Please do not park on Level 2. Your vehicle is subject to ticketing and/or towing procedures on this level.

*I have received a copy of the Temple University Bell Garage procedures and I agree to abide by these procedures, as a condition of my parking agreement.*

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

(Please Print)

SIGNATURE: \_\_\_\_\_



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