# PARKING CARD PROCEDURE

1) to ask for the parking card you have to fill the *Parking card request form* available here below;

2) you have to send the form to facilities@imtlucca.it;

3) to pay the total amount and collect/renew the parking card you have to go to **"Ufficio Tessere e abbonamenti"** in **Via delle Città Gemelle, 162 S. Anna - Lucca**, close to the "Guardia di Finanza" building (opening hours: Monday-Friday from 8:30 a.m. to 13:30 p.m.).

Please note that the request must be sent in advance of the start date of the subscription in order to allow the office to process the request in due time.

The parking area "Parcheggi Esterni a Parcometro - Zona Stazione" is located just outside Porta Elisa until the municipal pharmacy, i.e. Viale Pacini, Viale Giusti, Viale Mazzini, Piazza Curtatone, Via Montegrappa (as shown in the map below in yellow).



The cost of the parking card is:
- € 20,00 1 month
- € 50,00 3 months
- € 90,00 6 months
- € 170,00 1 year

Please note that, from April 2024, the Park Mazzini is available at an hourly rate using the parking meter (see Metro srl website: https://www.metrosrl.it/).

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**REQUEST**
**To be sent to facilities@imtlucca.it in advance of the start date of the subscription.**

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Name and Surname: _____

**Role:**

☐ IMT Staff        ☐ PhD Student
☐ Professor        ☐ Other
☐ Researcher

**Select the month/s (we consider the current year):**

☐ January 20XX     ☐ July 20XX
☐ February 20XX    ☐ August 20XX
☐ March 20XX       ☐ September 20XX
☐ April 20XX       ☐ October 20XX
☐ May 20XX         ☐ November 20XX
☐ June 20XX        ☐ December 20XX

Number of months: _____

**Total cost:** _____