

1220 South Tryon Street Garage

PARKING TERMINATION FORM

All parkers must complete, sign and return a termination form to our corporate office on or by the 15th of the preceding month to terminate parking and cancel their contact. Parking is paid per month and there is no pro-ration of parking charges. All parking pass/transponders must be returned to The Spectrum Companies to complete termination.

Today's Date: _____ Effective Date of Termination : _____

Monthly Amount Paid: _____ Parking Access Card #: _____

Personal Information:

Name: _____

Billing Address: _____

City _____, State _____, Zip _____ Phone _____

Work Information:

Employer: _____ Phone: _____

Method of Payment:

___ **Wage Works** – Wage Works cancellations must be made on or prior to the 10th of each month. If you are terminating you parking you must cancel your Wage Works deductions. If you terminate your parking after the 10th of the month and have a zero account balance, the remitted funds from Wage Works will be refunded to you.

___ **Automatic Draft** – Your personal bank account is drafted each month. Please check your bank statement to make sure your automatic draft has been cancelled.

___ **Company Paid** -- Company Name: _____ Company Phone: _____

___ **Credit Card**

Signature: _____

For Office Use Only:

Card Returned? _____ Date of Card Return? _____

Reason for Termination: _____

Card number: _____ Reserved Space Number: _____

Approval: _____