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Valet Parking Supplement

Complete one for each location

Name of Agent: _____

1. Name of the business for whom you valet park
2. What type of establishment is this?
3. What is the lot location address (incl. zip code)?
4. Hours and days of operation
5. Where are customer's keys kept?
6. Is the area where customer's keys kept manned and locked at all times
7. Is the valet parking lot on the same premises listed above?
8. Describe lot protection, i.e. garage, underground storage facility, covered parking structure
9. Any street parking
10. Is there an over-flow lot or offsite parking locations?
11. What kind of parking ticket is used, i.e. 3 or 4 part ticket
12. Describe lot protection
13. Are vehicles always parked within sight of the attendant?
14. Do you provide valet services for special events?
If yes, please provide details
15. What procedures are in place if a customer does NOT pick-up their car at closing time?
16. Describe how valet sections are separated from self parking sections of lot, i.e. cones, ropes
17. How many spaces are reserved for valet parking?
18. What is the average # of spaces used?
19. **Maximum** valet of any ONE auto
20. **Average** valet of any ONE auto
21. What specific hiring procedures are in place?
Details.....

****NOTE****

**MVR'S ARE REQUIRED ON ALL INDIVIDUALS UNDER THE AGE
OF 25 PRIOR TO PROVIDING A QUOTE**