### A picture containing icon  Description automatically generated**Senior Parking Space Design Agreement**

### Congratulations! The Senior Class has been granted the privilege of designing and painting senior parking spaces! Each senior will have the opportunity to fill out this form and individually sketch their parking space design using the template provided. Please carefully read and abide by the rules listed to prevent rejection during submission. All parking space designs must be submitted and approved before painting. **The Front Office will begin accepting applications on Wednesday, August 24; the deadline is Monday, August 29 at 2:30p.m.** **Parking Space Designs cost $60. A check made out to “Forest Park High School” with “Parking Design-SCA” in the memo or cash is due on the first day you begin painting. No student will be allowed to begin painting unless payment and design have been accepted and approved.** If your design is approved, a copy of the agreement and design page will be returned to you with approval signatures **on the first day of painting**. If your design is not approved, you will be notified by the email listed on your design request so you may retrieve the packet and make necessary corrections. (If your design is rejected twice, you may not resubmit). Please remember that senior year is a celebratory chapter of your life, so we strongly encourage designs that focus on high school accomplishments, passions, hobbies, athletic or activity participation, or future steps, such as colleges and careers.

### **Guidelines**

### No inappropriate abbreviations (examples of acceptable abbreviations: 2k23, FPHS, Colleges, etc…)

### Must abide by Prince William County School Regulations and Code of Behavior

* No slanderous or obscene wording (including curse words and or phrases/symbols) may be used
* Parking numbers and lines may **not** be painted over – tape will be applied to your space to create clean lines and a 6 inch gap between lines and parking space numbers
* Parking space designs must be approved by the administration before painting

### Administration has the right to ask any student to remove any inappropriate designs at any time for any reason. \****If your design changes in ANY way between its approval and painting, you will be required to paint over the design at your expense.***

* Only exterior all-weather paint may be used on the parking spaces. This should be a water-based paint and not an oil-based paint. We suggest you talk to the paint department about what you are doing and let them help you with paints, how much to purchase, and colors.
* All paint and supplies must be provided by the student.
* Student must paint within the boundaries set with tape by Miss Gonzalez or an administrator supervising parking spot painting.
* Students will not be required to paint or prime over parking spaces at the end of the school year so students in future years can continue to admire your art.
* **If students would like to purchase a parking spot solely for the design already painted, please bring the space number when you purchase your spot. Parking spots are first come, first serve, and students will not be guaranteed to purchase their desired spot.**
	+ ***If any changes are made to the spot, students must submit this form with payment for spot painting. No spot may be altered without prior approval from Miss Gonzalez & administration.***

**Steps**

1. Pick up a copy from parking spot purchase days, or in the Front Office, Satellite Office, Miss Gonzalez’s Room (1004), or you can print out the entire form from Canvas.
2. Fill out the form entirely (initial your name and parent’s name at the bottom of each page); incomplete forms will result in rejection.
3. Keep documented evidence of these papers in case of vandalism of parking spot.
4. Submit hardcopy forms to the front office no later than the deadline: **Monday, August 29 at 4p.m.**
5. If your submission is rejected twice, no further submissions will be allowed.
6. An announcement will be made on Canvas by **Wednesday, August 31** with details regarding painting days. Approved designs will be returned to you by hardcopy on the first painting day. You will be notified via email if your design is not approved and requires further attention and re-submission. **If you do not receive an email, your design has been approved.**

**Painting Days:**

***Sat, Sept. 10 from 8:30 a.m.-2 p.m. & Sat, Sept. 17 from 8:30 a.m.-2 p.m.***

* Bring proof of parking permit purchase from security
* **You must bring your design paperwork *and* check in with Miss Gonzalez at Door 3 or the supervising administrator before beginning painting for each painting session.**
* You must supply your own paint and paint brushes or rollers, paint can opener, paint trays, and any other materials needed for your design.
* You must leave six inches from the parking lot line and the top of the number on the spot. Miss Gonzalez will tape off parking spots with tape before painting.
* No air or airless paint sprayers permitted, NO spray paint

No refunds after you have begun painting your spot. No touch-ups or repainting, after **Saturday, Sept. 17 @ 2 p.m.** unless you have administrative permission.

**Helpful Tips**

* You will have to buy paint in gallons for the background, so it is suggested you discuss with friends to share your colors. You may want to buy pints for detail colors. If you want a completely solid background, then get more than 1 gallon. Don't forget to buy the paint tray and paint can opener.
* **Talk with Your Friends**: If you are using the same colors then you could purchase the paint together and share.
* **Chalk**: Use chalk to draw what you want to paint on the solid background color and to trace the any writing. The chalk will wash off. You could also create stencils or print out a picture of my design and freehand draw it.
	+ **Please note that you should plan to paint any chalk outlines the day you draw them. We’ve had issues with students losing designs because of rain.**
* **Paint Brushes and Rollers**: Make sure you get a lot of paint brushes and rollers and to have at least one for each color that will be used. Use a paint roller for the background and the paint brushes for all the details.
* **Painter’s Tape**: FPHS will provide painter’s tape to tape off a border between the white line and white number of your parking spot for safety purposes. If you would like painter’s tape to assist with your design, it must be purchased on your own.
* **Hula hoop (optional)**: A hula hoop is a great tool to use if you are having any sort of larger circle incorporated into your design.
* **Broom or Leaf Blower**: It is important to clean off your spot before you even start painting it.
* **Cloths or paper towels**: Painting is messy, so make sure you have something to wipe your hands on like a cold cloth or paper towels.
* **Towel**: It's not too comfortable sitting on the ground for long periods of time so bring a towel to sit on.
* **Paint Roller Extension Pole**: This is super important to expedite the process of painting the background color and super helpful so you don't have to bend down or sit to paint the majority of the spot.
* **Cooler with Water**: It gets HOT while painting! Please make sure you bring some water with you to stay hydrated.
* **Tent/Hat/Any Type of Shade/Sunscreen**: It gets HOT out on the blacktop while painting. Please make sure you bring some sort of sun protection & shade with you.

### Logo, company name  Description automatically generated**Class of 2023’s Parking Space Design Agreement**

### By your signatures below, you and your parent/guardian agree to all criteria and expectations listed in this form. Additionally, you understand that if your parking space is not decorated appropriately, you will be told to repaint or remove the painting immediately at your expense and may face loss of parking privileges or other disciplinary consequences. **Approved parking space designs will be checked and verified.**

### Name (Last, First):

### Student PWCS Email:

### Student Signature:

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### As the parent/guardian of the student above, I understand that my student is responsible for maintaining compliance with the guidelines and expectations listed in this document. My signature below indicates my awareness of the design submitted, as well as my understanding of the requirements for participation in parking space decorating. I understand that, if my student’s parking space is found to be in non-compliance, my student will be responsible for the cost of repainting the space.

### Parent Email:

Parental Emergency Contact Number:

### Parent Name (print clearly):

### Parent Signature:

### Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contacts**

### Name: Email:

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| --- | --- |
| Miss Gonzalez-SCA Advisor | GonzalJE@pwcs.edu |
| Mr. Jeff Price – School Safety / Security  | pricejn@pwcs.edu  |

 **Design Template**

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### **Items/Material used**

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2.

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**For Office Use Only:**

Approved Rejected

Signature of Admin/Designee:

Date:

Comments: