

STATE OF CALIFORNIA  
 DEPARTMENT OF GENERAL SERVICES  
 OFFICE OF FLEET AND ASSET MANAGEMENT  
**PARKING CANCELLATION**  
 OFA 66 (Rev 12/14)

TO: DGS – Parking Unit

1416 10<sup>th</sup> Street  
 Sacramento, CA 95814  
 Toll Free: (844) 832-5423  
 FAX: (916) 657-2537  
 Email: [Brian.Tedlos@dgs.ca.gov](mailto:Brian.Tedlos@dgs.ca.gov)  
[Sheila.Furr@dgs.ca.gov](mailto:Sheila.Furr@dgs.ca.gov)

**PARKING CANCELLATION**  
**30 DAY NOTICE REQUIRED**

NAME OF PERMITEE			SOCIAL SECURITY NUMBER		EFFECTIVE DATE
CURRENT HOME ADDRESS			CITY		ZIP CODE
DEPARTMENT			WORK TELEPHONE NUMBER		OFFICE USE ONLY <b>CD88 PROCESSED BY:</b>
LOT CODE #	SPACE/CARDKEY #	CARDKEY/HANGER RETURNED* <input type="radio"/> YES <input type="radio"/> NO	SHUTTLE PASS* <input type="radio"/> YES <input type="radio"/> NO	BIKE KEY RETURNED* <input type="radio"/> YES <input type="radio"/> NO	Initials: _____ Date: _____
SIGNATURE OF PERMITEE					DATE

**\*Charges for unreturned parking items:**

**Cardkeys and hangers - \$25.00**

**Shuttle passes - \$10.00**

**Bike keys - \$5.00**

**Comments:**