

**CO-WORKSPACE MEMBERS PARKING PROGRAM**  
**TERMS AND CONDITIONS**

To qualify for the Co-Workspace Member Program rate:

1. Applicant must have an active membership to a Co-Workspace location that is located within a 1/2 mile of an Albany Parking Authority Garage (Quackenbush, Riverfront or Green-Hudson).
2. Applicant must provide proof of an active membership to the Co-Workspace, such as an invoice or receipt showing an active membership to the Co-Workspace.
3. Applicant must agree to comply with all Albany Parking Authority rules and regulations.
4. Program availability is based on current garage occupancy and is at the discretion of the Albany Parking Authority.
5. Proof of the membership must be resubmitted every 12 months to maintain the applicants eligibility for this program.
6. The Albany Parking Authority reserves the right to request the Co-Workspace Parking Pass holder resubmit proof of their active membership to a downtown Co-Workspace at any time to confirm continued eligibility.
7. Passes purchased as a part of the Co-Workspace Member Program will be automatically renewed on the 25<sup>th</sup> of each month for the following month and will continue to do so until terminated by the applicant prior to their next renewal date.
8. To cancel a parking pass under the Co-Workspace Member Program, the pass holder must request their cancelation in writing, and it must be received by the Albany Parking Authority no later than the 24th of your current billing cycle.