

BioEscalator Visitor Parking Spaces Policy

V.4 Aug 2020



The BioEscalator visitor spaces are for the use of:

- Tenant Visitors
- Tenant Engineers
- BioEscalator Visitors
- BioEscalator Engineers
- Occasional use in unexpected circumstances/emergencies by tenant staff/BioEscalator staff

BioEscalator visitor spaces must be booked via BioEscalator Reception no less than 24 hours before they are needed. Requests made less than 24 hours in advance may not be processed, and you must make alternative parking arrangements.

Please bear in mind the reception opening hours when requesting parking. If a parking request is sent after hours, it will not be processed until the next working day. Reception opening hours are between 8:45 am and 4:30 pm, Monday-Friday.

If parking is not pre-arranged for your visitor, parking may not be given, and they will have to make alternative arrangements.

A parking space is only confirmed once BioEscalator Reception replies to your email confirming that a space has been booked. A parking permit will be sent to you or your visitor to print out via email. The permit will include the bay number which has been reserved for them. Permits must be displayed in the vehicle at all times.

If you have an unexpected circumstance/emergency and need to use one of the operational spaces for the day, go to reception at 9:00 am and explain the situation. They will do their best to accommodate you.