



UAMS Parking Operations
Email Address: parking@uams.edu
Phone: 501-526-PARK (7275)

uams.edu/campusopsstaging/depts/po/
www.v.flashvalet.com

Validation Account Request Form

Validations are 100% paid parking provided by departments to their patients and guests. Validations are processed via Flash Valet, an online validation system. Detailed reporting is available to Department Administrators. Validators should be familiar with the departments validation policies and procedures.

- 1) The Department Administrator should complete the information below and return to Parking Operations via email.
- 2) Parking Operations will process the request and assign the requesting department a Validation Account Number.
- 3) Parking Operations will bill monthly for parking validations via Workday by the 15th of each month.

Please share the following information with visitors regarding parking validations:

- 1) The parking ticket is required for validation purposes.
- 2) If patient / guest is a UAMS employee onsite for clinical appointment, they advise Parking Office they are parked in a visitor area. This is to assure patient parking availability and to avoid the employee receiving a parking citation.

Department Billing Information

Department Name / Validation Name	Department Contact	
Department Administrator	Workday ID #	Department Phone Number
Mail Slot	Fund	Cost Center
Please list persons authorized to validate:		
Name:		Workday ID #
Signature of Department Administrator		Date

Parking Operations Use Only

Validation Account has been established in U-Park and the Department Administrator has been notified.

Assigned Validation Acct #	Parking Operations Representative	Date
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