

VCH Parking Reimbursement Form

Complete the form in full, **attach receipts** and submit to the cashier's office (see page 2) or submit via email to commuting@vch.ca. For support, please contact commuting@vch.ca or 604-785-3409 (voicemail if prompted).

Requestor's Signature* _____

Requestor's Name* _____

Date of Request (MM/DD/YY)* _____

License Plate* _____

Email* _____

Full Mailing Address* _____ (for online reimbursements only)

Patient Last Name* _____ (if different from requestor)

Patient First Name* _____

PHN* _____

Number of Parking Receipts* _____ (single visit or multiple submissions for repeat visits)

Total Amount* \$ _____

Dept./program visited* _____

Category for exemption:

**all fields mandatory*

- | | |
|--|--|
| <input type="checkbox"/> Patient receiving dialysis treatment | <input type="checkbox"/> Financial hardship – Income assistance |
| <input type="checkbox"/> Patient undergoing cancer treatment | <input type="checkbox"/> Financial hardship – Disability pension |
| <input type="checkbox"/> Parent/caregiver of child staying in the hospital overnight | <input type="checkbox"/> Financial hardship |
| | Other: _____ |

Submissions will be regularly audited.

Internal (VCH) Use Only		
Cash ID/Cheque ID: _____	Amount: _____	Date: MM/DD/YY _____
Acct: <u>6200000</u> GLC: _____		
Cashier's Name: _____		



Form Submission – List of Cashier's Office Locations

SITE	ADDRESS	LOCATION	HOURS
Vancouver General Hospital	855 West 12th Ave Vancouver	Blackmore Pavilion 1st Floor Room 149	8:30am - 4:30pm Mon-Fri
GF Strong	N/A	Online reimbursement: www.vch.ca/parking	N/A
UBC Hospital	2211 Wesbrook Mall Vancouver	2211 Wesbrook Mall Koerner Pavilion, Main Floor	10am - 2pm Mon-Fri
Richmond Hospital and Minoru	N/A	Online reimbursement: www.vch.ca/parking	N/A
Lions Gate Hospital	231 East 15th St North Vancouver	Main Floor Room 1.8.15	8am - 4pm Mon-Fri
Squamish General Hospital	38140 Behrner Drive, Squamish	Main Front Entrance	8am - 4pm Mon-Fri
Sechelt Hospital	5544 Sunshine Coast Highway, Sechelt	Adjacent to Admitting	8am - 4pm Mon-Fri
Whistler Health Care Centre	4380 Lorimer Road, Whistler	Main Front Entrance	8am - 10pm Mon-Sun

Please complete the form on page 1 in full, attach the receipt(s) and submit to the cashier's office during operating hours. If the cashier's office is closed, please feel free to come back on another day to make the submission. Original receipts must be securely taped to the back of the claim form.

If choosing to submit a reimbursement form online, patients and visitors can expect to receive the reimbursement check in about six to eight weeks.

Each reimbursement claim must have a receipt in order to be qualified and approved for reimbursement. You can submit multiple receipts in one claim. Each receipt must be submitted within 6 months of the initial parking date. Submissions will be regularly audited.



Form Submission – List of VCH Acute Care Parking Lot Locations

LOT LOCATION	ADDRESS	LOT TYPE AND LOT CODE
LGH Main Parkade	231 E.15th St., North Vancouver	Metered; #144
LGH Evergreen House	231 E.15th St., North Vancouver	Metered; #145 (Sublot to 144)
LGH HOpe Centre	1337 St. Andrews Ave, North Vancouver	Metered; #146 (Sublot to 144)
LGH Rehab Centre	231 E.15th St., North Vancouver	Metered; #195
North Shore Hospice	319 E.14th St., North Vancouver	Metered; #196
Richmond Hospital	7000 Westminster Hwy., Richmond	Metered; #202
Richmond Health Sciences Centre	6051 Gilbert Road	#200
Minoru Residence	7333 Gollner Ave., Richmond	Metered; #208;
VGH Main Parkade	890 W.12th Ave, Vancouver	Attendant; #186
VGH Metered Courtyard Area	899 W. 12th Ave, Vancouver	Metered; #187
VGH Jim Pattison Pavilion Lower, Upper, Lower & Emerg	899 W. 12th Ave, Vancouver	Metered; #188 (Sublot to 187)
VGH Skin Care Centre	835 W.10th Ave., Vancouver	Metered; #193 (Sublot to 187)
VGH Eye Care Centre	2550 Willow St., Vancouver	Metered; #194 (Sublot to 187)
Arthritis Centre	895 W 10th Ave, Vancouver, BC V5Z 1L7	Internally managed
Diamond Health Centre (DHCC)	2775 Laurel St., Vancouver	Attendant; #184
GF Strong	4255 Laurel St., Vancouver	Metered; #213
UBC Hospital	2211 Wesbrook Mall UBC Hospital (In front of Urgent Care/UBC Hospital)	Managed by UBC Parking; 2 hour max
UBC Health Sciences	2250 Health Sciences Mall (Rear of Urgent Care/UBC Hospital)	Managed by UBC Parking
UBC Thunderbird	6085 Thunderbird Blvd (South of Urgent Care/UBC)	Managed by UBC Parking



Form Submission – Parking Exemption Definitions

Parking exemptions at provincial health-care facilities will continue for:

- Patients receiving dialysis treatment
- Patients undergoing cancer treatment in acute-care programs
- Parents or guardians of children staying in the hospital overnight
- Patients experiencing financial hardship.

Volunteers will also still be able to park for free, while on shift. If this applies to you, please speak with your respective VCH Volunteer Coordinator for details.

Questions?

For support, please contact commuting@vch.ca or call 604-785-3409 (please leave a voice message if prompted).

