

# UW Whitewater Police



## Booting Procedure

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Special Instructions:			
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Approved By: Chief Kiederlen	Effective Date: 9/3/2017	Revised Date: 8/12/2022	Revision number: 2
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### I. Purpose

UW-Whitewater Police Department (UWWPD) and Parking Services will utilize booting of vehicles to ensure compliance with parking regulations and payment of fines. This general order provides guidelines to officers and Campus Service Officers (CSOs) who may need to remove a boot outside of normal business hours, when Parking Services is closed.

### II. Definitions

**Boot:** A mechanical device affixed to the driver's side front tire of a vehicle to immobilize the vehicle. This can also be affixed to the front wheel of a motorcycle.

### III. Policy

If someone is a repeat violator of parking regulations, or has three (3) or more outstanding parking tickets, Parking Services may place a boot on a vehicle to ensure compliance with parking regulations and collection of outstanding parking fines. UWWPD will remove the boot after normal business hours if procedures below are satisfied.

### IV. Procedure

- A. When officers or CSOs receive a call, after hours, regarding a vehicle being booted, they will have the owner, or person in control and custody, of the vehicle meet them at UWWPD.
  - 1. Students will show officers proof of payment by showing their receipt. The total paid should match the boot slip.
  - 2. Officers or CSOs will accompany the person to their vehicle and remove the boot.
  - 3. Officers or CSOs will return the removed boot to the parking supervisor's office in the UWWPD to be returned to the parking vans.