

## 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](mailto:commuting@vch.ca). For support, please contact [commuting@vch.ca](mailto: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\* \_\_\_\_\_

Phone\* \_\_\_\_\_

Mailing Address (Line 1)\* \_\_\_\_\_

Mailing Address (Line 2) \_\_\_\_\_

City\* \_\_\_\_\_

Province\* \_\_\_\_\_

Postal Code\* \_\_\_\_\_

Country\* \_\_\_\_\_

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\* \_\_\_\_\_

*\*all fields mandatory*

### Category for exemption:

- |  |  |
|--|--|
| <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: _____   |

**Step 1** - Download a copy of this form. | **Step 2** - Complete the form in full.  
**Step 3** - Submit the completed form to [commuting@vch.ca](mailto:commuting@vch.ca) with your receipt.



## Form Submission – List of Cashier's Office Locations

| SITE                              | ADDRESS                                 | LOCATION  | HOURS                      |
|-----------------------------------|---|---|----------------------------|
| <b>Vancouver General Hospital</b> | 855 West 12th Ave<br>Vancouver          | Blackmore Pavilion<br>1st Floor Room 149  | 8:30am - 4:30pm<br>Mon-Fri |
| GF Strong                         | N/A                                     | Online reimbursement:<br><a href="http://www.vch.ca/parking">www.vch.ca/parking</a> | N/A                        |
| <b>UBC Hospital</b>               | 2211 Wesbrook Mall<br>Vancouver         | 2211 Wesbrook Mall<br>Koerner Pavilion, Main Floor                                  | 10am - 2pm<br>Mon-Fri      |
| Richmond Hospital and<br>Minoru   | N/A                                     | Online reimbursement:<br><a href="http://www.vch.ca/parking">www.vch.ca/parking</a> | N/A                        |
| <b>Lions Gate Hospital</b>        | 231 East 15th St<br>North Vancouver     | Main Floor<br>Room 1.8.15   | 8am - 4pm<br>Mon-Fri       |
| Squamish General Hospital         | 38140 Behrner<br>Drive, Squamish        | Main Front Entrance   | 8am - 4pm<br>Mon-Fri       |
| Sechelt Hospital                  | 5544 Sunshine Coast<br>Highway, Sechelt | Adjacent to Admitting   | 8am - 4pm<br>Mon-Fri       |
| Whistler Health Care Centre       | 4380 Lorimer Road,<br>Whistler          | Main Front Entrance   | 8am - 10pm<br>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<br>(Sublot to 144)      |
| LGH HOpe Centre                                       | 1337 St. Andrews Ave, North Vancouver                                     | Metered; #146<br>(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<br>(Sublot to 187)      |
| VGH Skin Care Centre                                  | 835 W.10th Ave., Vancouver  | Metered; #193<br>(Sublot to 187)      |
| VGH Eye Care Centre                                   | 2550 Willow St., Vancouver  | Metered; #194<br>(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<br>(In front of Urgent Care/UBC Hospital) | Managed by UBC<br>Parking; 2 hour max |
| UBC Health Sciences                                   | 2250 Health Sciences Mall<br>(Rear of Urgent Care/UBC Hospital)           | Managed by UBC<br>Parking             |
| UBC Thunderbird                                       | 6085 Thunderbird Blvd<br>(South of Urgent Care/UBC)                       | Managed by UBC<br>Parking             |



## Form Submission – Parking Exemption Definitions

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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](mailto:commuting@vch.ca) or call 604-785-3409 (please leave a voice message if prompted).

