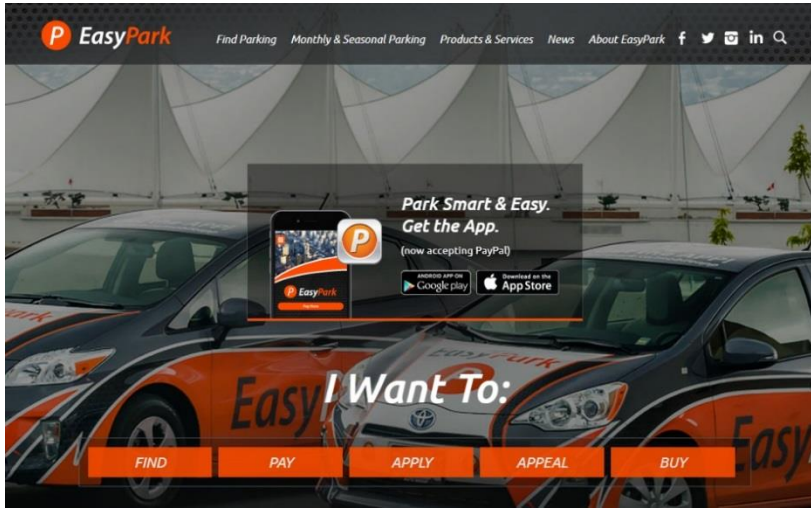
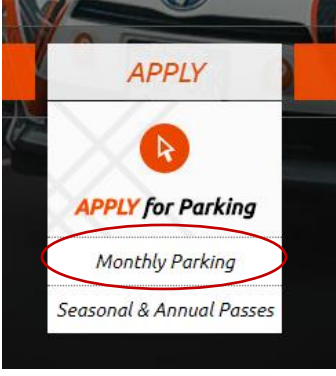
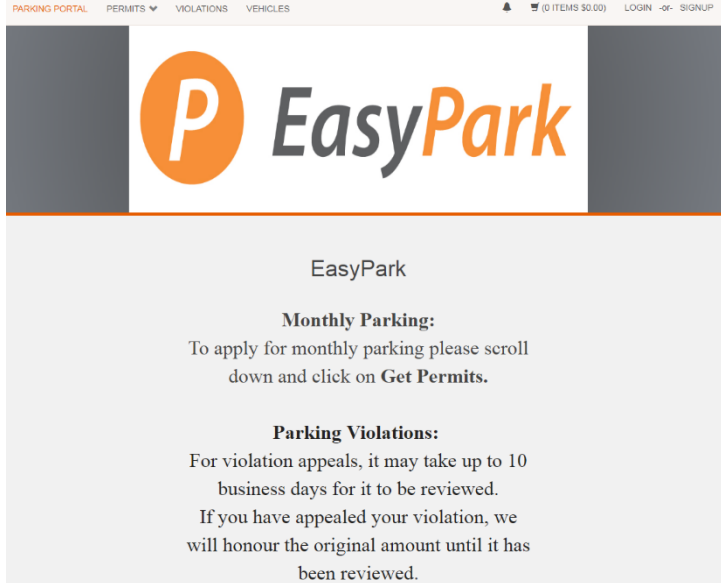

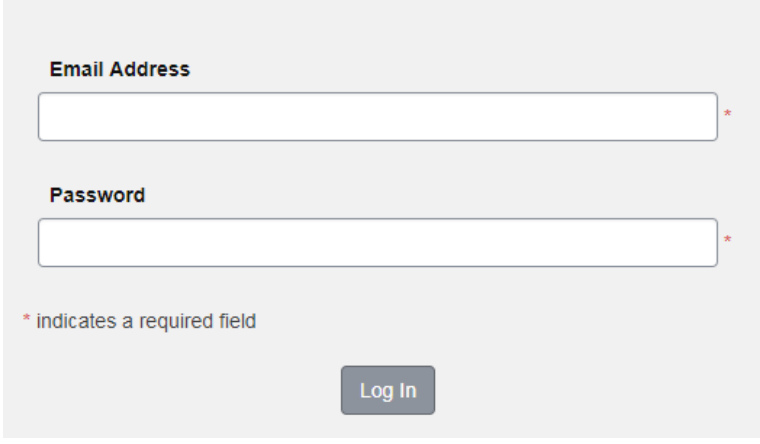
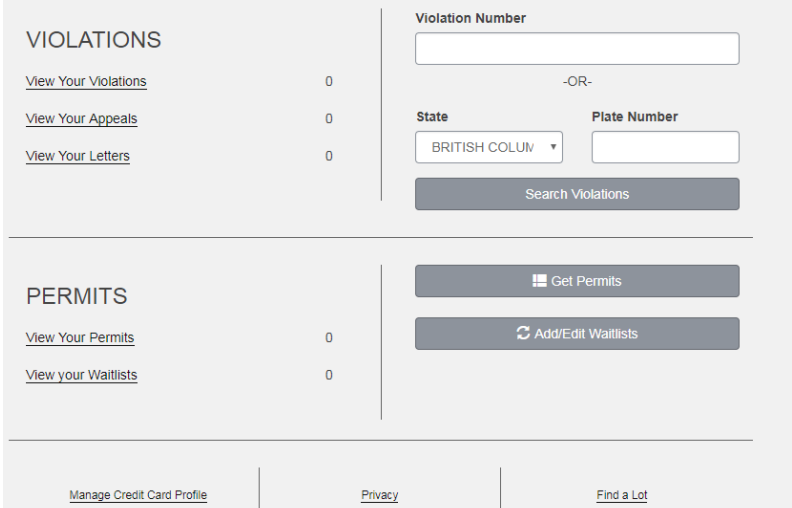
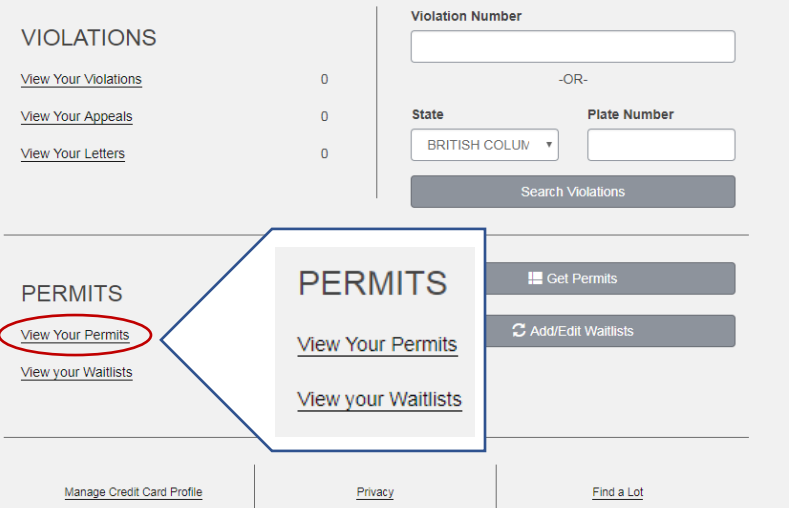
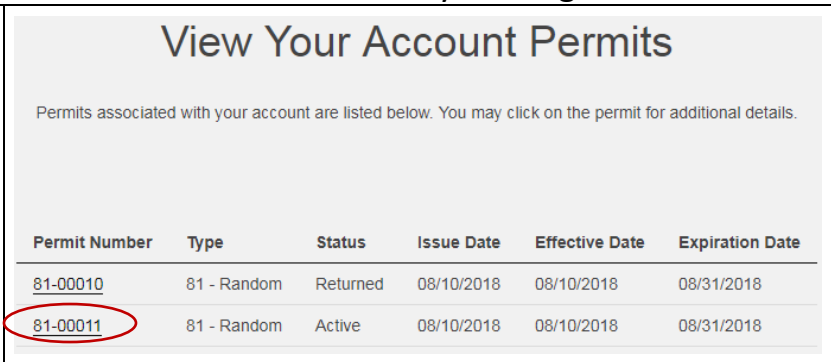
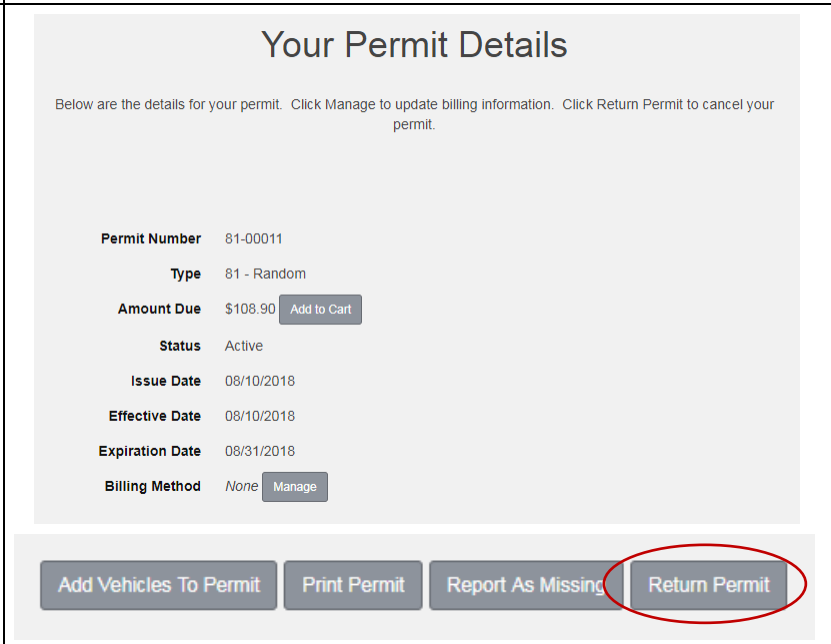
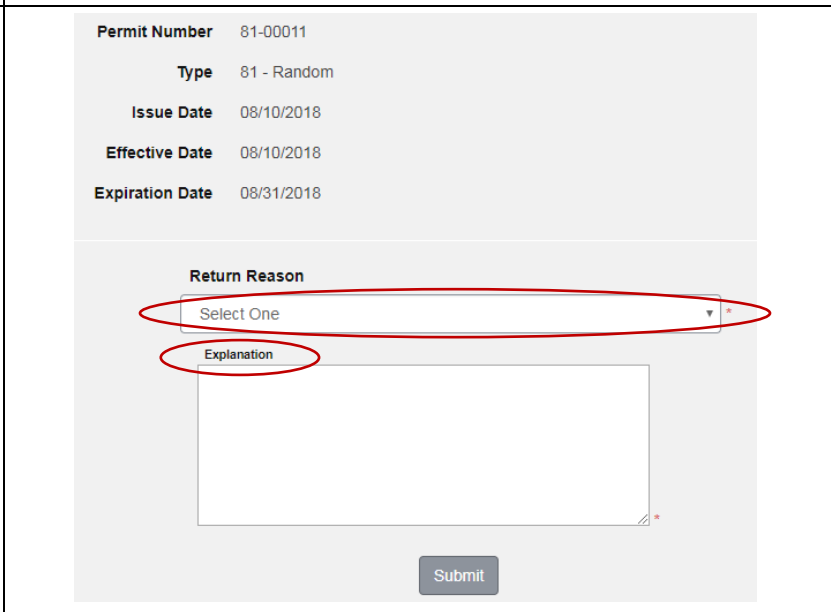


<p>1 Go to our Easy Park website at: http://www.easypark.ca/</p>	
<p>2 Select "APPLY" and then "Monthly Parking" from the dropdown menu.</p>	
<p>3 You will be redirected to the following screen.</p>	
<p>4 At the top, righthand side of the screen, click "LOGIN."</p>	

<p>5 Use your email & password to sign in to your profile. From this page, you will be able to manage your violations, appeals, and monthly parking permits.</p> <p>*After your initial login, you will be prompted to reset your password. *If you are unable to sign in, please call the Monthly Parking Department or email monthlyparking@easy-parkcs.zendesk.com</p>	
<p>6 The following screen will appear.</p>	
<p>7 Under "PERMITS" click on "View Your Permits."</p>	

<p>8 Select the permit you would like to return.</p>	 <p>View Your Account Permits</p> <p>Permits associated with your account are listed below. You may click on the permit for additional details.</p> <table border="1"> <thead> <tr> <th>Permit Number</th> <th>Type</th> <th>Status</th> <th>Issue Date</th> <th>Effective Date</th> <th>Expiration Date</th> </tr> </thead> <tbody> <tr> <td>81-00010</td> <td>81 - Random</td> <td>Returned</td> <td>08/10/2018</td> <td>08/10/2018</td> <td>08/31/2018</td> </tr> <tr> <td>81-00011</td> <td>81 - Random</td> <td>Active</td> <td>08/10/2018</td> <td>08/10/2018</td> <td>08/31/2018</td> </tr> </tbody> </table>	Permit Number	Type	Status	Issue Date	Effective Date	Expiration Date	81-00010	81 - Random	Returned	08/10/2018	08/10/2018	08/31/2018	81-00011	81 - Random	Active	08/10/2018	08/10/2018	08/31/2018
Permit Number	Type	Status	Issue Date	Effective Date	Expiration Date														
81-00010	81 - Random	Returned	08/10/2018	08/10/2018	08/31/2018														
81-00011	81 - Random	Active	08/10/2018	08/10/2018	08/31/2018														
<p>9 Scroll to the bottom of the page titled "Your Permit Details." And click on "Return Permit."</p>	 <p>Your Permit Details</p> <p>Below are the details for your permit. Click Manage to update billing information. Click Return Permit to cancel your permit.</p> <p>Permit Number: 81-00011 Type: 81 - Random Amount Due: \$108.90 Add to Cart Status: Active Issue Date: 08/10/2018 Effective Date: 08/10/2018 Expiration Date: 08/31/2018 Billing Method: None Manage</p> <p>Add Vehicles To Permit Print Permit Report As Missing Return Permit</p>																		
<p>10 Under "Update Permit Status," select a return reason from the dropdown menu:</p> <ul style="list-style-type: none"> - Return for Refund - Return for Upgrade - Return for Exchange <p>And provide a brief reason explaining why you are cancelling.</p> <p>Submit the permit status update.</p>	 <p>Permit Number: 81-00011 Type: 81 - Random Issue Date: 08/10/2018 Effective Date: 08/10/2018 Expiration Date: 08/31/2018</p> <p>Return Reason</p> <p>Select One *</p> <p>Explanation</p> <p>Submit</p>																		