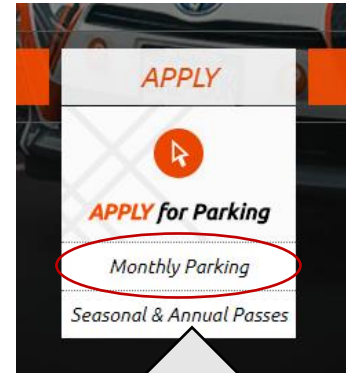
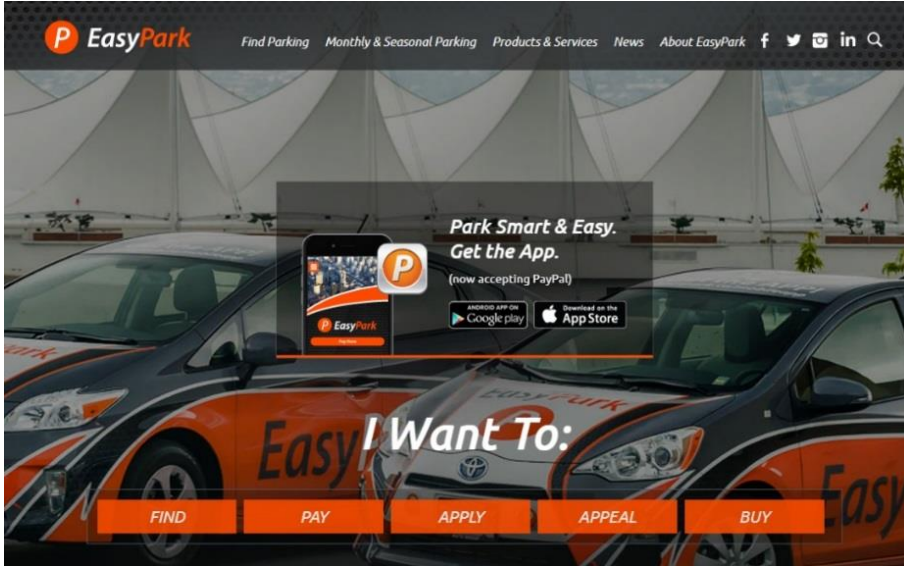


Monthly Parking – *How to Submit a Parking Request*

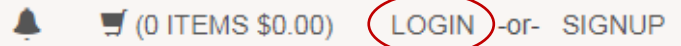
Access to Your Account



Select 'Monthly Parking' from the 'Apply' dropdown menu at our Easy Park website – <http://www.easypark.ca>



You will be re-directed to the following page



Select 'LOGIN' at the top, righthand corner

EasyPark

Monthly Parking:
To apply for monthly parking please scroll down and click on **Get Permits**.

Parking Violations:
For violation appeals, it may take up to 10 business days for it to be reviewed.
If you have appealed your violation, we will honour the original amount until it has been reviewed.

If you are unable to sign in, call the Monthly Parking Department at 604-682-6744 option 6, or email monthlyparking@easyparkcs.zendesk.com

Login with Customer Code

Email Address *

Password *

* indicates a required field

Use your customer code or email and password to sign

Monthly Parking – *How to Submit a Parking Request*

VIOLATIONS		Violation Number *	<input type="text"/>
View Your Violations	0	State *	BRITISH COLUM <input type="text"/>
View Your Appeals	0	Plate Number *	<input type="text"/>
View Your Letters	2	<input type="button" value="Search Violations"/>	
PERMITS		<input type="button" value="Get Permits"/>	
View Your Permits	0	<input type="button" value="✓ Parking Approval Request"/>	
View your Waitlists	0	<input type="button" value="Add/Edit Waitlists"/>	

From this page, you will be able to manage your violations, appeals, and monthly parking permits

Submit a Parking Approval Request

VIOLATIONS		Violation Number *	<input type="text"/>
View Your Violations	0	State *	BRITISH COLUM <input type="text"/>
View Your Appeals	0	Plate Number *	<input type="text"/>
View Your Letters	2	<input type="button" value="Search Violations"/>	
PERMITS		<input type="button" value="Get Permits"/>	
View Your Permits	0	<input type="button" value="✓ Parking Approval Request"/>	
View your Waitlists	0	<input type="button" value="Add/Edit Waitlists"/>	

For specific rates at lot 03, 31, 62, 67, or 84 – parking approval is required.

Select 'Parking Approval Request' on the righthand side of the page.

Parking Request

Please make a selection from the options below.

Reason for Request

Please check the box below.

I agree to abide by parking rules and regulations

Select a 'Reason for Request'

- Lot 03 – Student Documentation
- Lot 31 – Student Documentation
- Lot 62 – Park Board Staff
- Lot 67 – Staff
- Lot 84 – VSB Staff
- Corporate Account Setup

Agree to the parking rules & click 'Next' when ready.



Monthly Parking – *How to Submit a Parking Request*

Parking Request

Please provide the following based on what you are applying for:

- Lot 03: Provide supporting documentation that you are a student.
- Lot 31: Provide supporting documentation that you are a student.
- Lot 62: Provide supporting documentation that you are Park Board staff.
- Lot 67: Provide supporting documentation that you are a staff member at Lot 67.
- Lot 84: Provide supporting documentation that you are VSB staff.

Corporate Accounts: Provide details on the location you are looking to park at along with the number of stalls.

Comments

Supporting Documentation

Choose File No file chosen

Email

*

* indicates a required field

Submit

Attach supporting documentation according to the lot you wish to purchase monthly parking.

Include any important information regarding your parking request.

Enter your contact email and click 'Submit' when all attachments have been added.

Once your parking request has been approved, an email will be sent to confirm you have been given access to purchase parking at the specified rate.

After receiving the confirmation email, you may go back to your account and purchase the parking permit for your desired start date.

If you are unable to complete this process, call the Monthly Parking Department at 604-682-6744 option 6, or email monthlyparking@easyparkcs.zendesk.com