Residents Visitor Parking Permit – Start a Session

Step 1 – Log into your <u>a</u>ccount

Step 2 – Click on blue P VoucherSmarti



orougn Co	ouncil									
Book parking	My visitors	My car	ds Booked session:	s			Gary Test	Sign o		
Help			Select per	mit						
Your account contains a number of permits.			You have 1 permit active to book parking sessions							
This screen lists all account which are a booking visitor sess	the permits in your currently valid for sions.		Permit	Status	Work order number	Allowance				
Each item in the list number followed by f known.	t shows the permit the reference numb	er,	ASRVV424 Residents Visitor	Valid until 10/11/2022		You are entitled to 120 sessions in each 12 month period.	0	Book		
You need to select which of these permits you wish to book a visitor session with.		its	Vouchers ASZE - Zone E			You have 120 sessions remaining in this period.		Topups		
When you've select click 'Book' to begin	ted a permit from the the booking proces	list 5.				Your current top-up balance is 10 sessions.				

Show expired, suspended, and cancelled permits : \Box

Step 4 – Add vehicle registration, Duration - Start - Parking day and time.

Book parking My visitors My	cards Booked sessions		Gary Test	Sign out
Help	p 1 of 3)			
We need to know what vehicle your visitor has parked so we don't give it a ticket.	Permit details			
If you have visitors who come to park regularly you can save their registration numbers and pick them from a list next	Permit :	ASRVV424 Residents Visitor Vouchers ASZE - Zone E		
time. Just tick the box to tell us to do this. And you need to check they've parked in a street or car park that your permit covers, so please choose one of the parking	Status :	Valid until 10/11/2022		
locations in the list. When you've done this click 'Continue'.	Registration number :			
	Save this registration number :			
	Location			
	Parking location :	Zone E		
	Duration			
	Start parking :	O Now 🧃 At a future time		
	Parking date :	11/11/2021		
	Parking time :	13 🔽 45 💟		
	Your permit allows your visitor to park until 23:59.			
		Continue Cancel		
		1		

Step 5 – Check and confirm – Done



The booking for V133EGO at Zone E between 13:45 to 23:59 on 12/11/2021 will use 1 session and will be deducted from this balance.

Confirm Cancel