

## New Parking User – Step 1

# Parking and Visitor Services

[FIND PARKING](#) ▾[PARKING ACCOUNT](#) ▾[PERMITS](#) ▾[INFRACTIONS](#) ▾[SERVICES](#) ▾[ABOUT US](#) ▾

### Popular Online Tools

- > [Manage Your Account](#)
- > [Pay an Infraction](#)
- > [Appeal Infraction](#)

### Location & Hours

Support Services Building (SSB),  
Rm. 4150, Western University  
Mon - Fri 8:30 am to 4:00 pm  
519-661-3973 | [parking@uwo.ca](mailto:parking@uwo.ca)

### [FM on Twitter](#)

Tweets by [@westernuFM](#)

### Parking Permit Renewals/Purchases

**All Student groups** (new permits and permit renewals) and **Western Faculty/Staff requiring a permit for the first time** (new purchases only, not renewals) - can now purchase permits for September in person at the [Parking Office](#).

Staff requiring renewal of a current permit will be notified of renewal dates. The deadline for September renewals has been extended through September 23rd.

We appreciate your patience as we transition to our new system.

[FIND PARKING](#) ▾[PARKING ACCOUNT](#) ▾[PERMITS](#) ▾[INFRACTIONS](#) ▾[SERVICES](#) ▾[ABOUT US](#) ▾

Home > Parking Account

## Parking Account

## Manage Parking Account



If you have purchased a Western Parking permit in the past, you will already have an online account with Parking & Visitor Services. Log in to your account to:

- Pay Infractions
- Update your addresses
- Add/drop vehicles on your account

[Login to manage my Parking Account](#)

# Manage Parking Account

Easily manage your parking account from one location.

Manage Account

## Parking Portal

Welcome! Use your Parking Portal to make purchases in the parking system and manage your parking account.

### CITATIONS

Citation Number

-OR-

State

Plate Number

Search Citations

### PERMITS

✓ Request Permits



## Customer Authentication

If you have an existing Parking Account and are a student or staff member with the university, please click the button below marked **Western University Login**.

Western University Login

If you do not have an existing Parking Account with Western University, please click the 'Guest Login' button below to create a new, or to log in with an existing Guest account.

Guest Login

## Guest User Registration

Enter all required information below and click "Create Account"

Email Address - Please use a Western @uwo.ca address if you have one.

Email Address - Please use a Western @uwo.ca address if you have one. (confirm)

Western University ID (From Western ONE card)

First Name

Middle Name

Last Name

Phone number where you can be reached during business hours (Required)

### Enter Western Password

Password

Password (confirm)

\* indicates a required field

Create Account

## Add Account Information

And then Select "Vehicles" to Add your Vehicle Information

PARKING PORTAL PERMITS CITATIONS **VEHICLES** (0 ITEMS \$0.00) Welcome, Test1 Test2!

### Account Information

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#### ADDRESS

Below is a list of the addresses associated with your account. To add an address to your records, click the "Add New +" button below.

**Note: To change your address priority please click the Street Address below.**

ADD NEW +

---

#### EMAIL ADDRESS

Below is a list of the email addresses associated with your account. To add an email address to your records, click the "ADD NEW +" button below.

**Note: To change your email address priority please click the Email Address below.**

myemail@uwo.ca ★  
☆

ADD NEW +

---

#### PHONE NUMBER

Local (519) 555-1234 ⓘ EDIT

ADD NEW +

---

#### PASSWORD

Update your password below.  
\*\*\*\*\* EDIT





# Manage Parking Account

Easily manage your parking account from one location.

Manage Account

 No vehicles were found in your account.

## Manage your Account Vehicles

Below is a list of the vehicles associated with your account. To add a vehicle to your records, click the "Add Vehicle" button below.

Add Vehicle

# Register an Additional Vehicle(s)

Please enter the details for your new vehicle and then click "Next".

**Please Note:** You must bring Vehicle Ownership into our office when registering a new vehicle.

**Plate Number**

**Plate Number (confirm)**

**Relationship to Vehicle**

**Province/State**

**Make**

**Model**

**Color**

**Style**



View Your Permits

Request Permits

# Manage Parking Account

Easily manage your parking account from one location.

Manage Account

## Manage your Account Vehicles

Below is a list of the vehicles associated with your account. To add a vehicle to your records, click the "Add Vehicle" button below.

Rel. Type	Plate Number	Plate State	Year	Vehicle Make	Vehicle Model	Vehicle Color	Registration Exp
Driver	<u>ABCE1234</u>	ONTARIO		Chevrolet	Camaro	Black	

# Manage Parking Account

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## Parking Request

Please make a selection from the options below.

### Type of Parking Permit

New Parking Account Set Up

Please read each of the statements below. Check the box indicating you have read and agree to these terms and conditions.

- I have read and agree to abide by Western University's [Parking Rules and Regulations](#).
- I agree that my permit may not be transferred to another user.
- I understand that my parking rights may be revoked at any time.

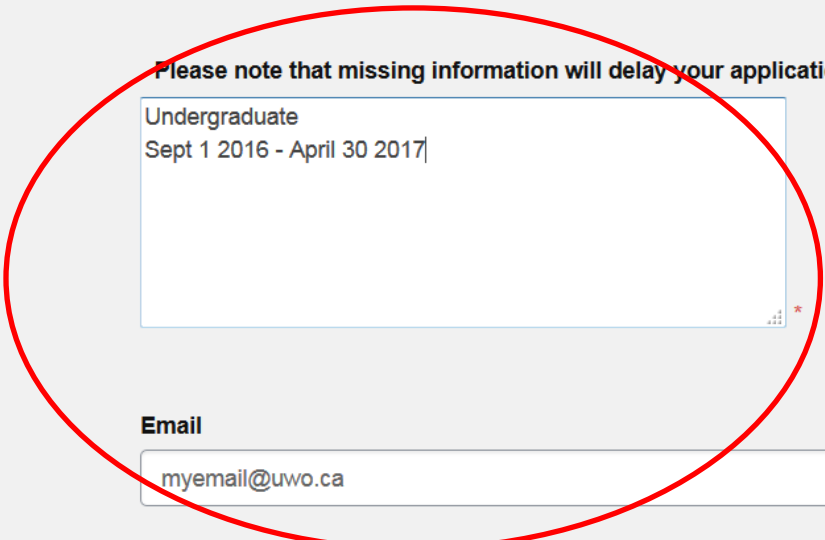
Next >>

**In the text box below, please provide:**

- Affiliation (Faculty, Staff, Graduate Student, Undergraduate, etc.)
- Start and End date of the Permit requested

Once you have submitted your application, you can speed up processing of your request by clicking on the "Manage Account" button above and updating your Vehicle, address, phone and email information.

**Please note that missing information will delay your application.**

  
  
\***Email**\*

\* indicates a required field



# Manage Parking Account

Easily manage your parking account from one location.

[Manage Account](#)

## Parking Request Confirmation

Thank you for your parking permit request. You have requested the following permit:

Undergrad NonReserved

An email has been sent to [myemail@uwo.ca](mailto:myemail@uwo.ca) confirming your request.


You will receive an email from Parking and Visitor Services when your request has been processed.


Thank you,

Parking and Visitor Services

## New Parking User – Step 2

**Purchase your Permit AFTER you have received a 2<sup>nd</sup> email from Parking saying that your Account setup is completed.**

PARKING PORTAL PERMITS ▼ CITATIONS VEHICLES  (0 ITEMS \$0.00) LOGIN -or- SIGNUP



# Customer Authentication

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[Western University Login](#)

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[Guest Login](#)

View Your Permits

Get Permits

Request Permits

# Manage Parking Account

Easily manage your parking account from one location.

Manage Account

## Parking Portal

Welcome! Use your Parking Portal to make purchases in the parking system and manage your parking account.

### CITATIONS

[View Your Citations](#)

1

[View Your Appeals](#)

0

[View Your Letters](#)

4

Citation Number

-OR-

State

ONTARIO ▾

Plate Number

Search Citations

### PERMITS

[View Your Permits](#)

5

[View your Waitlists](#)

0

OR

📄 Get Permits

✓ Request Permits



# Manage Parking Account

Easily manage your parking account from one location.

Manage Account

## Purchase a Permit

The following screen will display the permits available for you to purchase on line. Other permits that require Parking Office approval, or are waitlisted can be found under 'Request Permits'.


[Edit this page](#)

Next >>



## Select Permit and Permit Agreement

Choose the permit you wish to purchase and after reading the permit agreement click 'Next >>' button.

 [Edit this page](#)

Select	Quantity	Permit Fee	Permit Description	Permit Effective	Permit Expires
<input type="radio"/>	1	\$91.33 / month	UNDERGRAD NON RESERVED / 17GNR 1 MONTH	-select-	-select-
<input checked="" type="radio"/>	1	\$407.21	UNDERGRAD NON RESERVED / 17GNR ANNUAL	2016/09/01	2017/08/31
<input type="radio"/>	1	\$118.36	UNDERGRAD NON RESERVED / 17GNR SUMMER	2017/05/01	2017/08/31
<input type="radio"/>	1	\$224.47	UNDERGRAD NON RESERVED / 17GNR TERM 1	2016/09/01	2016/12/31
<input type="radio"/>	1	\$224.47	UNDERGRAD NON RESERVED / 17GNR TERM 2	2017/01/01	2017/04/30
<input type="radio"/>	1	\$342.83	UNDERGRAD NON RESERVED / 17GNR TERM 2+SUMMER	2017/01/01	2017/08/31

Please read each of the statements below. Check the box indicating you have read and agree to these terms and conditions.

I have read and agree to abide by Western University's **parking rules and regulations** .

I agree that my permit may not be transferred to another user.

I understand that my parking rights may be revoked at any time.

Next >>



You may select between 0 and 8 vehicles for this permit.

## Select your Vehicles for Permit

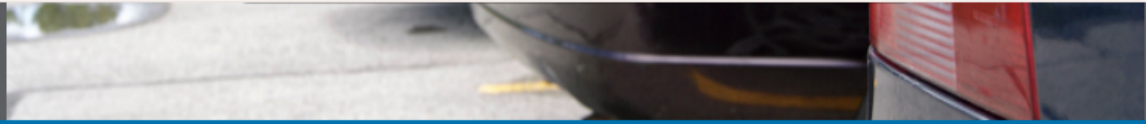
Select the vehicle(s) that are currently on your record that you want to use with your permit. If you need to add new vehicles, choose "Add Vehicle" below. When finished, click Next >>

[Edit this page](#)

Select	State	Plate Number	Year	Make	Model	Color
<input checked="" type="checkbox"/>	ONTARIO	ABCD123		Honda	Civic	Gray

Add Vehicle

Next >>



## View Cart

Below are the items in your cart. Currently, we only accept VISA, MasterCard and American Express. Click "Next" at the bottom of the screen to proceed with your payment or click to add more infraction(s) to your cart. Returning customers may also log into their account by clicking the 'Log In' button.

Qty	Type	Description	Amount	Actions
1	Permit	UNDERGRAD NON RESERVED / 17GNR ANNUAL [GNR1700512] (2016/09/01 - 2017/08/31) <a href="#">view details</a>	\$407.21	<a href="#">Remove</a>
1	Tax	HST	\$52.94	

**Due Now: \$460.15**

Cancel Purchase

## Checkout

Email Address

Next>>

**Change:** Western Email Address



## Payment Information

Please review the totals below and click "Next" to proceed to make your payment.

Qty	Type	Description	Amount	Actions
1	Permit	UNDERGRAD NON RESERVED / 17GNR ANNUAL [GNR1700512] (2016/09/01 - 2017/08/31) <a href="#">view details</a>	\$407.21	<a href="#">Remove</a>
1	Tax	HST	\$52.94	

**Due Now: \$460.15**

[Next >>](#)

Mandatory fields marked by \*

## Payment Details

Transaction Amount: \$460.15 (CAD)



Order ID: 123456789

Please complete the following details exactly as they appear on your card.  
*Do not put spaces or hyphens in the card number.*

Cardholder Name\*:

Card Number\*:

Expiry Date (MMYY)\*:

Card Security Code\*:  ?

Click 'Process Transaction' to charge your card. Only click the button once. Using the 'Back', 'Refresh' or 'Cancel' button after you press the 'Process Transaction' button will not stop the transaction from being processed and may result in a double charge.

Process Transaction

Cancel Transaction





## Payment Receipt

Your transaction is complete. Please print the page for your records.

### Purchased Items

Qty	Type	Description	Amount
1	Permit	UNDERGRAD NON RESERVED / 17GNR ANNUAL [GNR1700512] (2016/09/01 - 2017/08/31) <a href="#">Print Permit</a> <a href="#">view details</a>	\$407.21
1	Tax	HST	\$52.94
			Total Paid: \$460.15

### Transaction Summary

<b>CC Receipt Number</b>	Receipt # appears here
<b>Payment Method</b>	Credit Card
<b>Payment Date</b>	2016/08/18 04:03:32 PM

Logout

If you need a new hang tag, please proceed to Parking & Visitor Services. Please remember to bring your Western ID and vehicle registration.

Location and Hours are on the Parking & Visitor Services web page. <http://www.uwo.ca/parking/>