ONLINE PARKING RECEIPTS

MyParkingReceipt.com
View and print your parking receipts online. Sign up for receipts to be sent to you automatically.

TO AUTOMATICALLY RECEIVE YOUR RECEIPT
• Go to MyParkingReceipt.com
• Click Create Account
• Enter your credit card, vehicle information and license plate number.

It’s that easy!

NEW PAY BY PLATE METERS IN SANTA ROSA

PROVIDING MORE PAYMENT OPTIONS FOR PARKING CUSTOMERS WITHOUT THE NEED TO RETURN TO YOUR CAR TO DISPLAY A RECEIPT
The Parking Division is using new technology to confirm payment of your parking session, based on your license plate. Accurate entry of your plate is important so you don’t get a citation.

- It is recommended you take a picture of your license plate number or write it down before leaving your car.

- Some characters look similar but the computer system will not be able to distinguish: The letter ‘O’ looks like the number “0”. The letter ‘B’ looks like the number ‘8’. Make sure you know your exact license plate characters.

- Do not enter any spaces. “MY CAR” should be entered as “MYCAR”.

- Ignore special characters and symbols.

HOW TO ENTER YOUR LICENSE PLATE

HOW TO USE COIN OR CARD PAYMENT

Look at the Pay Station Smart Meter screen and find parking rates, hours, time limits and other important information. If screen is dark, press any button and it will light up.

Either enter plate number or insert debit/credit card. IntelliTouch will prompt you through the remainder of the transaction.

With the [+ and -] buttons, select your payment amount.

If paying with coins, exact change required and coins WILL NOT be returned.

If paying with debit or credit card, wait for authorization of the card. Visa and MasterCard are accepted.

Press the [OK] button to confirm your payment, or [CANCEL] button to stop your transaction. The meter will attempt to authorize the payment shown on the screen if neither button is pressed after 5 seconds.

The display will then show the amount of paid time approved and when your time is up or the meter will request another card.

Print and remove receipt if requested. Receipt may be kept with you. Go to MyParkingReceipt.com to get an email copy of your receipt.