Parking Coupon Code Instructions

1. Please enter a Pay-by-Plate area (visitor parking) and park in any unreserved parking stall.
2. Go to the nearest parking pay station machine (pictured below) to obtain your courtesy parking permit.
3. When prompted, enter your license plate number into the pay station machine by using the number pad.
4. Select "Coupon Code" from the list of rates. You may have to select "More Options" if "Coupon Code" does not appear on the first screen.
5. When prompted, enter your approved coupon code beginning with **"CC_ _ _ _ _ _"**.
6. Please retain the permit as a receipt for parking.

Unless a vehicle does not have visible license plates, it is **not** necessary to display the permit. If a vehicle **does not have license plates**, please enter the last six digits of the VIN and display the permit on the driver's side dash.