

Conference Parking Instructions 2019

Full 4-day Parking Pass

Creativity Conference **FULL WEEK** (see below for daily instructions) parking pass meter code:
CRC1WK

DIRECTIONS FOR USE: CREATIVITY CONFERENCE 1 WEEK PERMIT CODE

[Click Here for Parking Lot Location Map.](#)

1. Once at the parking meter in **Lot #36**, press any button to wake the screen up. (It may take a few moments to load).

The meter will first prompt you to enter your license plate number.

2. Using the numerical and alphabetical keypad, type in your license plate number; then press the "OKAY" button. (IMPORTANT: Include all letters and numbers in the exact order shown on your license plate).

The meter will then display various pay rate options on the screen.

3. Press the "More Options" button to scroll down the rate menu until you see "**CREATIVE CONFERENCE**". Press "OKAY" to select that option.

It will then prompt you to enter a code.

4. Using the numerical and alphabetical keypad, type in the parking code given to you; then press the "OKAY" button.

The meter will then display a message asking if you would like to print out a paper receipt.

5. Click "OKAY" to print out a receipt. Click "CANCEL" if you do not want a receipt.

*Your vehicle license plate is now registered to park in **lot #36** for the duration of the conference (7/11/19-7/14/19). Failure to enter your license plate correctly will result in a parking citation. You may display the receipt on your vehicle dashboard; however, you are not required to do so.*