

Step by Step Camp/Conference Parking Permits Orders (permits paid by conference)

Information needed from each participant permit holder on campus.

First Name, Last Name, Street Address, City, Country, State, Zip Code, Phone Number, Email Address, Vehicle Make, Vehicle Model, Vehicle Color, Vehicle Plate Number, Vehicle State

Parking permits are \$5.00/car/day for standard vehicles and \$10.00/car/day for oversized vehicles. Trailers require parking permits as well.

1. Go to Park Mobile Reservation Platform - <https://nau.pmreserve.com/>
 - a. Enter arrival date & time, departure date and time.
 - b. The conference will pay for permits Sunday July 25th through Wednesday July 28th.
 - c. If you are extending your stay, you will need to purchase an additional permit for that time period. See Park Mobile App instructions.
 - d. If you are unsure of arrival time, enter 8:00am. If you are unsure of departure time enter 7:00pm. Permits are charged per day.
 - e. Select standard auto if vehicle will fit in one parking space.

The screenshot shows the ParkMobile website interface for NAU Parking. The top header features the ParkMobile logo and the text "Parking Reservations". On the left, a sidebar menu includes "My Order", "Facility" (Northern Arizona University), "Type" (NAU Parking), "Date & Service Option" (highlighted), "Select Service", and "You Currently Have 0 Items In Your Cart". The main content area is titled "NAU Parking" and contains two columns of date and time selection fields. The left column is for "Select Entrance Date" and "Select Entrance Time" (with a "Complete all fields" note and dropdown menus). The right column is for "Select Exit Date" and "Select Exit Time" (also with a "Complete all fields" note and dropdown menus). Below these is a "Service Option" section with a radio button selected for "Standard Auto". At the bottom of the main area are "Back" and "Next" navigation buttons. The footer of the page features the ParkMobile logo and the text "Questions? Call us at (866) 330-7275".

2. Enter code number **FY2134232** for DEP Conference 2021. Click Update.

ParkMobile Parking Reservations

My Order

Facility
Northern Arizona University

Type
NAU Parking

Date & Service Option
06/10/2021 8:00 AM - 06/11/2021 5:00 PM
Standard Auto

Select Service

You Currently Have 0 Items In Your [Cart](#)

Select Service

Enter Access Code(s) Below
Please enter appropriate Access Code(s) below to gain access to restricted services.

Or return to the previous page to try other services.

Access Code(s)
Type first code here

Update

Back

NORTHERN ARIZONA UNIVERSITY

click / tap to enlarge

Questions? Call us at (866) 330-7275

3. You will see the zones you are able to park in. These permits are for the Employee Zone that is valid for employee lots, residential lots, and commuter lots. (except for reserved spaces)
 - a. Enter quantity 1
 - b. You will see \$0.00 cost because the charges will be on the conference final invoice.
 - c. Standard autos that fit in one space are \$5.00/car/day
 - d. Oversized autos that fit in two spaces are \$10.00/car/day and are only valid in certain lots
 - e. Add to Cart

ParkMobile Parking Reservations

My Order

Facility
Northern Arizona University

Type
NAU Parking

Date & Service Option
06/10/2021 8:00 AM - 06/11/2021 5:00 PM
Standard Auto

Select Service

You Currently Have 0 Items In Your [Cart](#)

Select Service

Enter Access Code(s) Below
Please enter appropriate Access Code(s) below to gain access to restricted services.

Or return to the previous page to try other services.

Access Code(s)
2800210

Update

Daily Parking (Department Paid) *
Employee Zone at Northern Arizona University

Quantity 1

\$0.00 includes all applicable fees & taxes

You do not need to print your permit. Please make sure your license plate on your order matches the vehicle you bring to campus. License Plate Number must face driver side.

* Indicates Access Code Restricted Product(s).

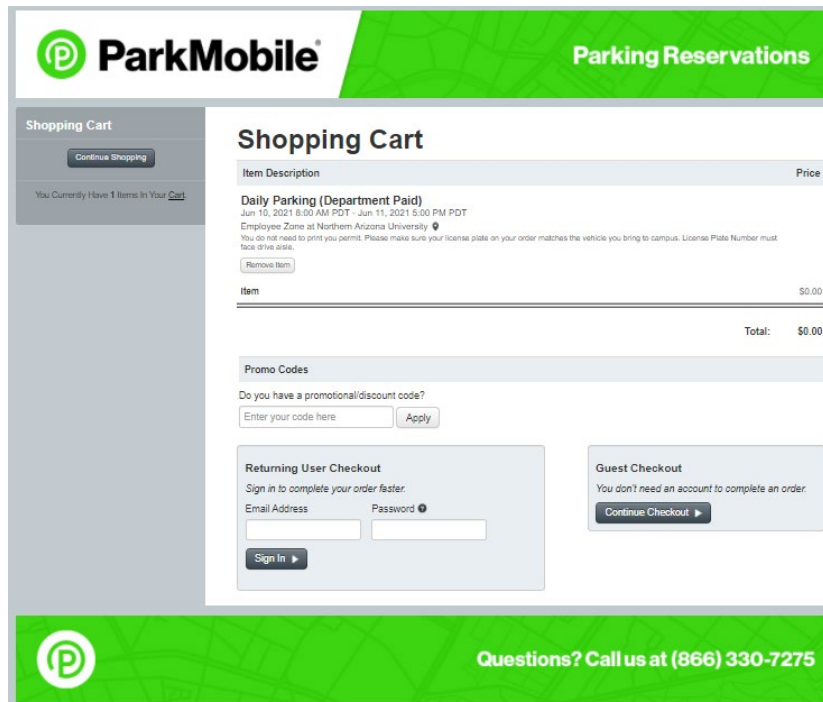
Back Add to Cart

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click / tap to enlarge

Questions? Call us at (866) 330-7275

4. Review your order for accuracy. Pay special attention to dates & times. Click “Continue Checkout”



5. Finalize Order with **Permit Holder** Information. By “permit holder” we mean the person driving this vehicle.
6. Agree to Terms & Conditions
7. Complete Purchase

ParkMobile Parking Reservations

Checkout
Finalize Order
Order Summary

Finalize Order

View Receipt/Invoice

Daily Parking (Department Paid)
 Jun 10, 2021 8:00 AM PDT - Jun 11, 2021 8:00 PM PDT
 Employer Zone at Northern Arizona University
You do not need to print your permit. Please make sure your vehicle plate is your license number for vehicle tracking to function. A permit that matches your license plate.

Item: \$2.00
 Total: \$2.00

Note about ePermit:
 This system allows you to print your permit at home or upload on your mobile device where available. Keep this permit in a safe place as you would money. ParkMobile is not responsible for any inconvenience caused by unauthorized duplication. In the event that duplicate copies appear, the operator reserves the right to refuse entry to all permit holders, and may credit the original purchaser the face value which will constitute full compensation.

Billing Information

Note: Required fields are marked with an asterisk (*)

Billing Details

First Name:
 Last Name:
 Street Address Line 1:
 Street Address Line 2:
 City:
 Country:
 State:
 Zip/Postal Code:
 Phone:
 Mobile Phone:
 Email Address:
 Confirm Email Address:

Vehicle Information

Please provide information on your vehicle:

Vehicle Make:
Using First Letters
 Vehicle Model:
Use Full Name
 Vehicle Color:
 Vehicle Plate:
 Vehicle State/Province:

Create User Account

Assign your orders from our website and complete future orders more quickly. Check the checkbox below to set up your account. The next time you visit, login to your account using your email address and password. Skip this step to complete your purchase without creating a user account.

Create Account?


Terms & Conditions

I have read and agree to the ParkMobile Terms & Conditions.

Complete Purchase >

Questions? Call us at (866) 330-7275

- Order Summary. You do **NOT** need to print your permit. Your license plate is your permit. **Important Note:** Your license plate must face the aisle. Do not back into parking spaces unless you have a front license plate identical to your rear license plate.


Parking Reservations

Checkout

Finalize Order

Order Summary

Order Summary

Congratulations! You will receive an email confirmation with a link to return to this summary page.

Your ePermit is ready for printing! To view and print your ePermit, use the View/Print button below. You must bring your printed ePermit with you to the facility or shuttle. This is your access credential.

Thank you for choosing Northern Arizona University!

Payment Information

Order #12430954

Billing Details		Pricing Information		Payment Information									
Jill Larson PO Box 15003 Flagstaff, AZ US 86011 9285231248 jill.larson@sodexo.com		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Items</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$0.00</td> </tr> </table>		Items	\$0.00	Total	\$0.00	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Charged to card ending in June 09, 2021 5:16 PM PDT</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$0.00</td> </tr> </table>		Charged to card ending in June 09, 2021 5:16 PM PDT	\$0.00	Total	\$0.00
Items	\$0.00												
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Order Details

Daily Parking (Department Paid)
 Jun 10, 2021 8:00 AM PDT - Jun 11, 2021 5:00 PM PDT
 Employee Zone at Northern Arizona University

View/Print Permit
Download Permit (PDF)

Vehicle Information

Ford Escape
 Color: Black
 Plate: AZ SUMMER
 Passengers: Not Provided


Questions? Call us at (866) 330-7275

9. An email confirmation will be sent to the permit holder's email address entered in step 6. You do NOT need to print your parking permit.



Receipt for purchase
Order #12430954

Thank you for your recent order with Northern Arizona University.

Your order has been processed and a receipt for your purchase is included below. Please keep this email for your records, as you will need it to view/print your permit from our website.

Click the link under your order number to view and print your permit, as required. You must follow the instructions listed on any permit included in your order.

Order #12430954
<https://nau.parkmobile.com/order/c0bba890-abad-0139-0819-5eeef8555d30>

Billing Summary

Billing Details

Jill Larson
 PO Box 15003
 Flagstaff, AZ US 86011
 9285231248
jill.larson@sodexo.com

Pricing Information

Item	\$0.00
Total	\$0.00

Payment Information

Charged to card ending in June 09, 2021 5:16 PM PDT	\$0.00
Total:	\$0.00

Order Details

Daily Parking (Department Paid)
 Jun 10, 2021 8:00 AM PDT - Jun 11, 2021 5:00 PM PDT
 Employee Zone at Northern Arizona University
 You do not need to print your permit. Please make sure your license plate on your order matches the vehicle you bring to campus. License Plate Number must face drive aisle.
 \$0.00

Questions or Comments?

Please email us at reservations@parkmobileglobal.com. A representative is available 24/7 to take your call, please call 866-330-PARK (7275).

