

WELCOME
to the Village
Parking Structure



**The "How-to's"
Of Automated
Self-service
Cashiering**



**JUST
TAKE A TICKET . . .**



Pull a
ticket
on
your
way in

When you enter the garage, take a ticket and park your car. TAKE YOUR TICKET WITH YOU while you visit the Village. When you return to the parking structure, in either stair tower lobby on the first floor PAY BEFORE YOU RETURN to your car. After paying, your ticket will be encoded with a 15-minute grace period for you to exit the parking structure. As you drive out, just insert your paid ticket into the exit machine - the gate will automatically open.

**. . . AND PAY
THE PAY STATION**



Insert
your
ticket -
then pay
with cash
or credit
or debit
card

Receive
your
change &
receipt
here

When you pay at the pay station located in either stair tower, you can use cash or credit card (VISA®, Mastercard®, Discover®), or a debit card. The machine has the ability to issue change and a receipt. The machine will return your PAID ticket - hold onto this and use it to exit the parking structure by inserting it into exit machine.

If you forget to pay at the pay stations in the stair towers, you can insert your unpaid ticket at the exit

gate and pay with your credit or

OR - SKIP THE TICKET

Use Credit/Debit Card In & Out

debit card only on the way out.



Insert your
credit or
debit card
into the
machine at
entry &
exit

For your convenience, you can avoid dealing with a ticket or a pay station completely. When you enter the garage, instead of pushing the button for a ticket, just insert a valid credit or debit card into the reader at the entry machine. The gate will open.

When you leave the garage, insert the SAME credit or debit card into the reader at the exit gate. The station will calculate your parking fee, automatically charge your credit card and issue you a receipt.

Note: this payment option cannot be used along with a business issued parking validation.
