Instructions to Pay Citations

Step 1:

Visit <u>https://fuller.thepermitstore.com/</u>

Step 2:

Click on the link that reads "GUEST PARKING PERMITS".

FULLER PARKI	
Sign in FIRST to pu	rchase permits!
If you are in that cash, check, or student and barking Services Kiosk located If you are in that uller student, faculty, or stat to purchase permits for GUEST PARKIN	count payments must be made at the I in the Payton Hall Lobby ff member, please follow the link below or guest parking: IG PERMITS
BUY PERMITS	PAY NOTICES

Step 3:

Log in or create a new account using the options at the top of the page. If you have created an account previously but do not remember your login information, click "Click Here" next to the text "Forgot your password?".

FULLER	Home Permits		Intelligent Parking
	User Name	Password	Sign in
IF NO AUTHORIZATION CODE, JUST C Pre-Approval Search Fuller Guest offers Pre-Approved Permits. To see if you've been pre-approved, please enter all ap Authorization Code: Search	Dicable uta below.	Front your pass	word? <u>Click Here</u>

Step 4:

Once you have successfully logged in, you may select the permits you wish to purchase from the list. If you have been provided an authorization code, please enter it into the "Authorization Code" box. Otherwise, just click "Search" to see which permits can be purchased without authorization. These will include daily passes and weekly passes that allow you to park on the Fuller campus.

Some permits require that you select the date(s) you will be visiting the campus. In those cases, click on "Select Dates". Otherwise, click "Add Item" next to the permit you wish to purchase.

NO AUTHORIZATION CODE, JUST CLICK "SEARCH" Fuler Guest offers Pre-Approved Permits. To see if you've been pre-approved, please enter all applicable data below. Authorization Code: 12345678 Search Pre-Approved Event Parking Example Event This is a permit sponsored by a department or third party. As a guestion will not be charged for this permit to attend the event. Price: \$ 0.00 Add Item Please log in or create an account to select the day(s) you will be on campus. Price: \$ 2.50 Select Dates The pass will be good for 7 days from the date of purchase. Price: \$ 15.00 Add Item		Welcome Example User Sign o
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Add Item	Price: \$ 15.00	
	Add Item	

Step 5:

The purchasing process uses a standard shopping cart design that you may be familiar with from other online shopping experiences. You may add more items to your shopping cart by choosing "Add More Items". Once you are satisfied with the items in your shopping cart, click on "Continue" to enter payment information.

Permits			
Permits	QTY	Total Amount	Remove
Event Parking - Example Event	1	0.00	
 (No vehicle associated yet.) 			
Permit Total:	1	\$ 0.00	- 1
Grand Total:	1	\$ 0.00	
Add More Items			Update Order Continue

Step 6:

The second part of the checkout process will ask you to enter vehicle information. This is very important, because Fuller parking enforcement staff will use this information to verify that you have permission to park on campus. Be sure to enter the vehicle that will be on campus the date of your visit.

Shopping Cart	2. Additional Info	3. Shipping / Billing	4. Review	5. Complete
Permit int	formation.			
Please select a ve	hicle for each permit.			
If you do not have any vehicles on record, you will ne [SELECT]				
Event Parking - F	Example Event	[Add New V	ehicle]	
		Volitoid. V 2014 White I		, (,)
Additiona	l informatior	n is required for	or your pure	chase.
Additiona Please complete th	Il information he required fields below	n is required fo	or your pure	chase.
Additiona Please complete th	I information he required fields below	T is required for	or your pure	chase.
Additiona Please complete th * Authorization C	Il information he required fields below Code:	The other data is optional	or your pure	chase.
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Additiona Please complete th * Authorization C	Il information he required fields below Code:	The other data is optional	or xour purc	chase.

Step 7:

The final step of checkout will ask that you review your order and agree to the terms of service. Click on "I Agree" to complete your order.

Shopping Cart	2. Additional Info	3. Shipping / Billing	4. Review	5. Complete
Please re	eview your o	rder.		
Event Parkin	ng - Example Event			\$0.00
e 201	4 White Honda Fit EXMF	P123 CA		
			:	\$0.00
			Total:	\$0.00
Information Authorization (12345678	n S Code:	hipping	Payment No payment n	ecessary.
S Go Back to Sh	opping Cart			🕑 l Agre

Step 8:

After your order is complete, you will be given the option to print your guest permit. If you have a printer, it is recommended that you do this, and place the permit on your dashboard during your visit. However, this step is not required as Fuller parking services will be able to verify your parking eligibility digitally.

Thank you for y Please print this page for your r	our order! ecords.			
Your order number is	4334438.			
Event Parking - Example	Event #5178815 a Fit EXMP123 CA	Print Guest P	<u>ermit</u>	\$0.00
				\$0.00
		T	Total:	\$0.00
Information	Shipping		Payment	
Authorization Code: 12345678			No payment no	ecessary.

Step 9:

If you need to change the vehicle attached to your parking permit, click on "Account" at the top of the screen. In your account settings, click on "View Permits". Finally, click on the "Vehicle" listed in the details for the permit you wish to change. This will allow you to select a new vehicle. Remember, Fuller parking services will use this information to verify that you have permission to park on the date of your visit. So please make sure this is the vehicle that you will be bringing to campus. Thank you!

		<u>- </u>	Welcome Example User Sign
Account			
Nelcome Exan	nple User		
Please review	your account information.		
Account & Bill	ing Info	Parking Permits	Messages
 Manage 	Addresses	 <u>Register Vehicle</u> 	 <u>View Inbox (2 new)</u>
Phone N	umbers	 <u>View Permits</u> 	
Additiona	al Account Information	 Manage Vehices 	
Email Ad	dresses	 Manage Orders 	
 Change I 	Password		
Permits		w your license plate to	o change or add vehicles on Valid perm
Order	Permit	Barco. Vehicle	Status Print Temp