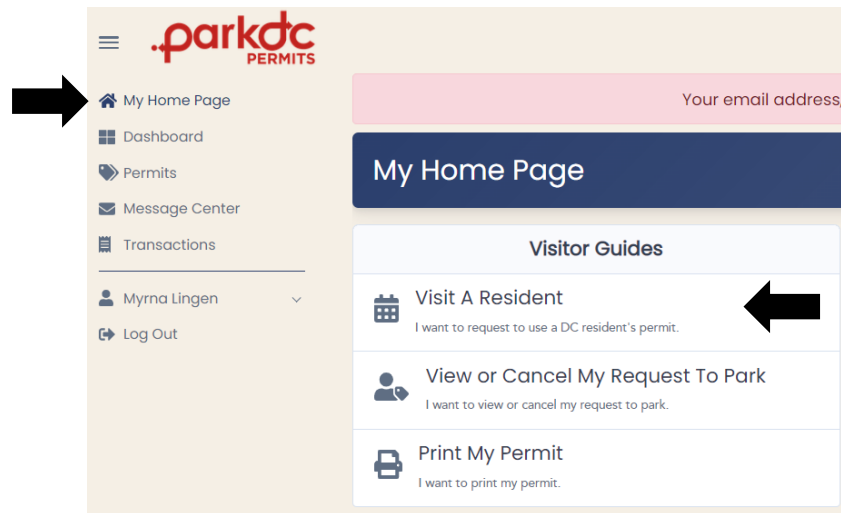


VISITOR - REQUEST TO PARK

Welcome to ParkDC Permits! Here you will learn how to request to park as a visitor and print your permit.

1. From your “My Home Page”, click on “Visit A Resident”.



2. Enter the visitor code that the resident has shared with you, then click “Continue.” You can also look up a resident you have visited before, by clicking on the history button.

The screenshot shows a form titled 'Enter Permit Code'. It features a text input field with a search icon on the right. Below the input field is a 'Continue' button. An arrow points to the 'Continue' button.

continues on next page

3. Select a vehicle from the list, or to add a vehicle click “New Vehicle”, and then click “Continue”.

Select a vehicle from the options below. Click “Add New” to add a new vehicle.

Myrna's Car (ABC123) Melba's Car (BCA321)



4. Select the type of schedule needed (Single Day or Multi-Day). Vehicles only need to be scheduled on the permit between the hours of 7:00am – 11:55pm. Also keep in mind the 2-hour free parking where available and applicable.

Single Day: Use to schedule a vehicle to park for one day only. This can be done for the current or for a future day. If you are scheduling for the current day, the scheduler will default to begin the permit at the current time.

Select the date and time the vehicle will be parked. If you require regular visits, please select the recurring option.

Single Day Multi-Day



Time Requested: (includes of Multi-vehicle permit time)

From:

:

To:

:

Date:

October 2022

Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

continues on next page

Multi-Day: Use to schedule a vehicle to park for more than one day. The times selected will apply for all the days chosen. If you need to park the vehicle for entire days, the schedule must be set from 7:00am to 11:55pm.

Type of recurring: Available to select specific days.

Type of recurring:

Daily

-- Select --

Daily

Weekly

Weekdays

Weekends

Custom

Custom: Select this option to choose specific days of the week.

Type of recurring:

Custom

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

- To choose a time, you can either click on the arrows until you reach the time desired or click directly on the number to populate the options to choose from. You can also click on the “PM” or “AM” to change these options.

The time requested for this schedule will be displayed along with multi-vehicle usage if there is another vehicle schedule at the same time on the permit.

Time Requested: **1 day 23 hours 45 minutes** (includes **15 hours 55 minutes** of Multi-vehicle permit time)

Type of recurring:

Daily

From:

00	05	10	15
20	25	30	35
40	45	50	55

To:

^	:	^	PM
10	:	55	
↓		↓	

- Once you have finished scheduling and saving your permit, you will see a confirmation of the schedule. The request to park will be sent to the resident for approval.

*Note: You are not approved to park until you have received the notice that the resident has approved your request.


Thank you! Your request has been sent to the resident.
NOTE: You are NOT approved to park until you have received the notice that the resident has approved your request. Parking without approval may result in a parking citation.

Vehicle: Myrna's Car (ABC123)
Parking Locations: ANC 2E

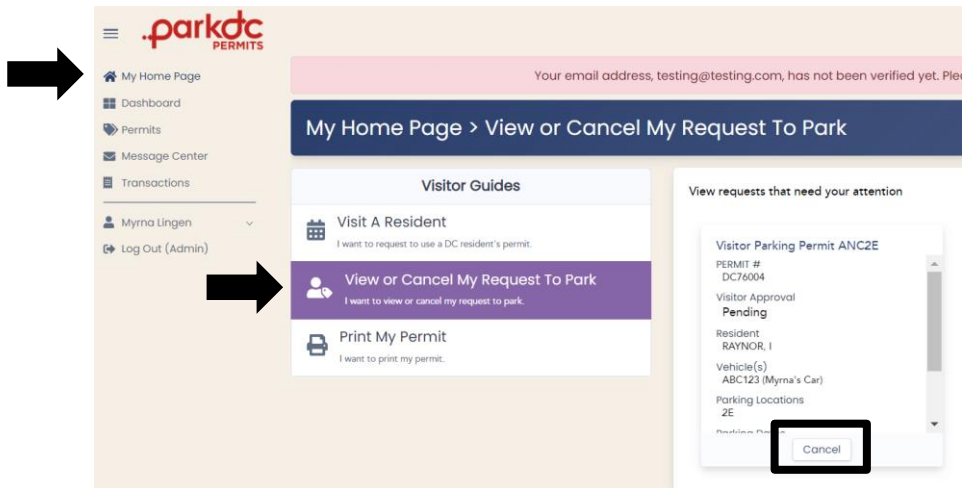
Requested Schedule:
from November 08, 2022 1:25 PM to November 08, 2022 11:55 PM

Time Requested:
10 hours 30 minutes

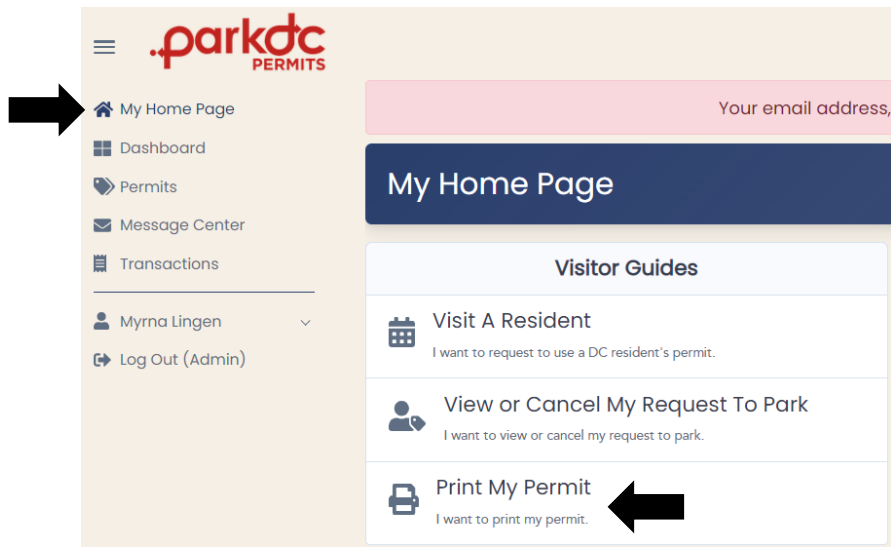
This permit allows parking at **green** or **red** Residential Permit Parking (RPP) signs. This permit is only valid in the **resident's ANC**. This permit does not exempt vehicles from **ROSA Enforcement**.



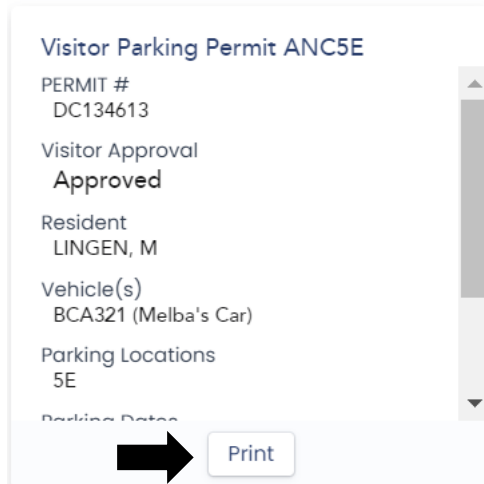
- On your “My Home Page”, click on “View Or Cancel My Request To Park” to cancel the request if needed.






- Once you receive the notification that your request to park has been approved, from your “My Home Page” click on Print My Permit”.



- Click “Print” on the permit.



10. Under Destination choose the printer and click “Print”.



Permit #: DC134613

Visitor Parking Permit ANC5E

ISSUED TO LICENSE PLATE: DC-LMN123

Valid: November 07, 2022 4:20 PM
to
November 07, 2022 11:55 PM

THIS PERMIT IS VALID ONLY WHEN THE OWNER/OPERATOR REGISTERS ONLINE USING THE PERMITCONNECT APP OR DDOOT.MYPARKINGINFO.COM.
THIS PERMIT IS VALID ONLY FOR THE TIME AND LOCATION (ANC) APPROVED ONLINE USING THE PERMITCONNECT APP OR DDOOT.MYPARKINGINFO.COM.

- Vehicle is considered in violation if it is not properly registered in the PERMITCONNECT software and approval for visitor parking has not been granted by the resident host.
- This Permit is valid only for the times/days, the ANC designated on the permit and spaces within the Zone
- Parking signs installed in the resident's neighborhood.
- This Permit does not provide an exemption from the Registration of Out of State Automobiles (ROSA) requirement to register a vehicle in the District of Columbia within 30 days of residency.
- This Permit is not to be used as a substitute for a valid RPP sticker on a vehicle owned by a resident of the household.
- Vehicles displaying an invalid permit, permit not properly registered on PERMITCONNECT, or parked outside the designated ANC on the permit will be subject to a RPP parking citation.
- Duplication or sale of this Permit is strictly prohibited and violators are subject to a \$300 fine (DC Law 16-186)
- This permit must be clearly displayed on the dashboard, visible from the curbside of the vehicle (typically passenger side) of the windshield.
- This permit is the property of Washington, DC and must be surrendered upon demand by an authorized officer. VOID IF ALTERED.

Print 1 sheet of paper

Destination Office Printer ▼

Pages All ▼

Copies 1

Color Black and white ▼

More settings ▼

Print Cancel