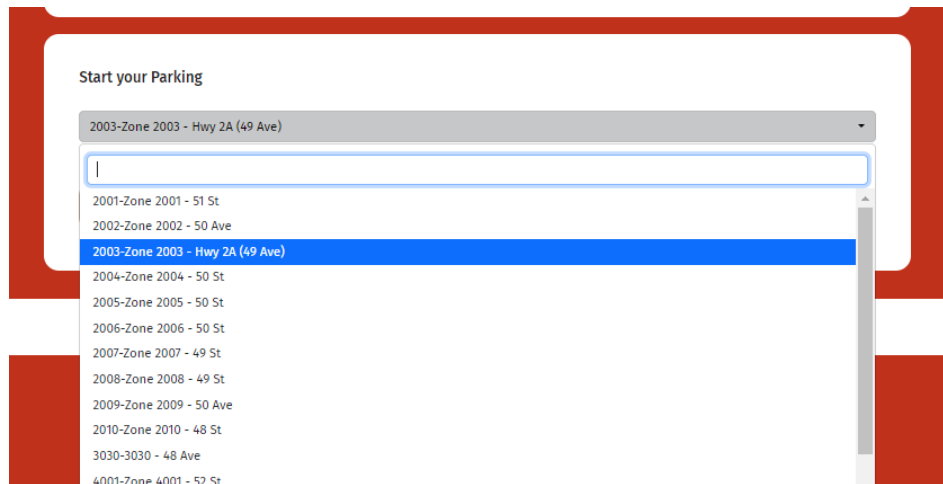


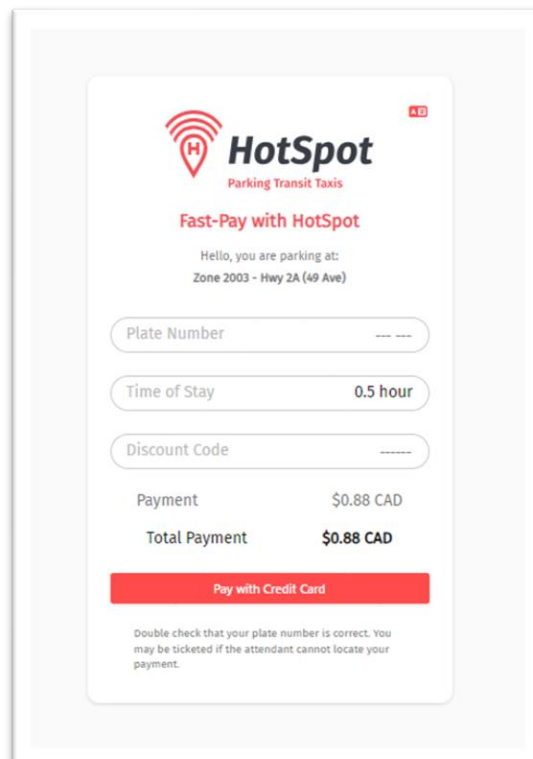
HOW TO: CREATE A PARKING SESSION FOR A CUSTOMER

1. Click **'Start your Parking'**.
2. Select the location (zone number) where the customer is parked from the dropdown menu.



The screenshot shows a web interface titled "Start your Parking". At the top, a dropdown menu is open, displaying a list of parking zones. The selected zone is "2003-Zone 2003 - Hwy 2A (49 Ave)", which is highlighted in blue. Below the dropdown, there is a search input field and a scrollable list of other zones including 2001-Zone 2001 - 51 St, 2002-Zone 2002 - 50 Ave, 2004-Zone 2004 - 50 St, 2005-Zone 2005 - 50 St, 2006-Zone 2006 - 50 St, 2007-Zone 2007 - 49 St, 2008-Zone 2008 - 49 St, 2009-Zone 2009 - 50 Ave, 2010-Zone 2010 - 48 St, 3030-3030 - 48 Ave, and 4001-Zone 4001 - 52 St.

3. Click **'Go to the Fast Tap Parking Page'** once the zone has been selected.
4. Enter the customer's licence plate and desired parking time.



The screenshot shows the "Fast-Pay with HotSpot" payment page. The page features the HotSpot logo and the text "Parking Transit Taxis". Below the logo, it says "Fast-Pay with HotSpot" and "Hello, you are parking at: Zone 2003 - Hwy 2A (49 Ave)". There are three input fields: "Plate Number" (with a placeholder "---"), "Time of Stay" (with a value of "0.5 hour"), and "Discount Code" (with a placeholder "-----"). Below these fields, there is a payment summary table:

Payment	\$0.88 CAD
Total Payment	\$0.88 CAD

At the bottom of the form, there is a red button labeled "Pay with Credit Card". Below the button, there is a small disclaimer: "Double check that your plate number is correct. You may be ticketed if the attendant cannot locate your payment."

5. Click **'Pay with Credit Card'**.


6. Enter your business credit card information. This can be saved to avoid the need to enter it for every session.


← HotSpot Parking Inc. HST:807246442RT0001

Fast-Pay with HotSpot
CA\$0.62

Email


Card information

1234 1234 1234 1234 

MM / YY CVC 

Cardholder name

Country or region

Powered by 
[Terms](#) [Privacy](#)

7. Click 'Pay' to start the parking session.
8. A receipt page will display, showing the parking session start and end times and the amount charged.
9. An email address will display at the bottom of the page, and you can choose to have the receipt forwarded to that email address.