

## Dear Resident: Introducing Smart Park Enforce

This letter is to inform you of upcoming parking changes at your location. Starting this week, the visitors parking signs will be changed to Smart Park Enforce signs. As such, please take the time to read this important information carefully.

### What this means for you & your visitors

With Smart Park Enforce at your location, visitors will need to register by following instructions as written on the signs to obtain a visitors parking pass and pay the required parking fees if applicable (not at all locations). This process is done entirely online using a smart phone, tablet, or computer.

When you have guests/visitors, they will need to register using their device which will ask them to enter a LOT Number. This number will be provided on the signs like the example below. Please refer to your lobby posters and parking signs for your lot #.

To register, a parker will go to [ca.smartparkingapps.com](https://ca.smartparkingapps.com) (or scan the QR code to be taken directly to a form to register their vehicle) – They can also download the iOS / Android app if this is a preferable option for an easier experience.



## Important - Please Read

- **Registration for Visitors Parking is in effect 24/7**
- **Unregistered vehicles are subject to be ticketed or towed at owner's expense.**
- **Residents and Tenants are NOT ALLOWED to park in visitors parking — please refer to your property manager to obtain special permission.**

## If you want to register your visitors instead...

If your guests are unable to register for any reason on their own (using their own account and device), you must register your guests using a Smart Park Enforce Account. As a resident, you may have access to issue your own permits - to manage your permits, click on my permits on the sidebar. You will be able to update your vehicle information if needed.

Here are the steps to registering an account if you will be proceeding this way:

## Register your account with Smart Parking Apps (Optional)

1. On any device, visit SmartParkEnforce.com or download the app from your app store by searching "Smart Park Apps"
2. Click Register (or login if you already have an account)

## Request a Visitor parking pass (for your guests)

1. Login
2. From the main dashboard, use the map or search bar to find their site
3. Click on the lot name to go to the registration form

**NOTE** that any paid parking fees still need to be paid if you are the one registering your guests in applicable scenarios.

*If you have any questions about Smart Park Enforce, you can reach us at:*

[management@smartparkenforce.com](mailto:management@smartparkenforce.com)

*For help you can always refer to our Help Center: <https://smart-parking.helpcenter.io/>*

*Prices, rules and restrictions vary, please refer to your property manager for more details*