

Customer portal user guide

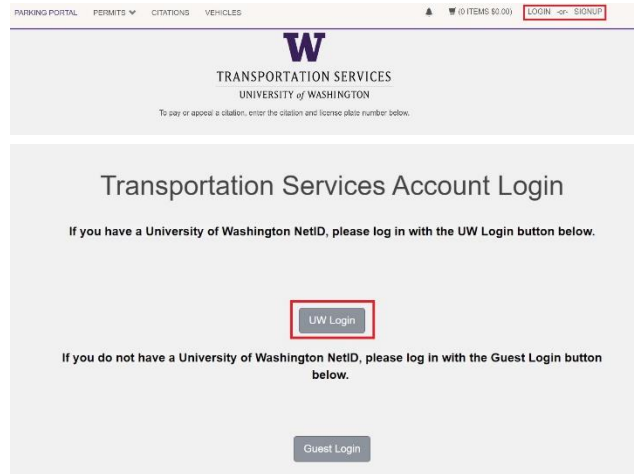
Bike House Permit

Bike House permits provide access to secure and covered parking structures where you can safely lock up your bike. Access to the bike house is granted via your Husky Card. Bike House permits are sold on an annual basis.

You will not be able to purchase a Bike House permit if you already have an active Bike Locker permit.

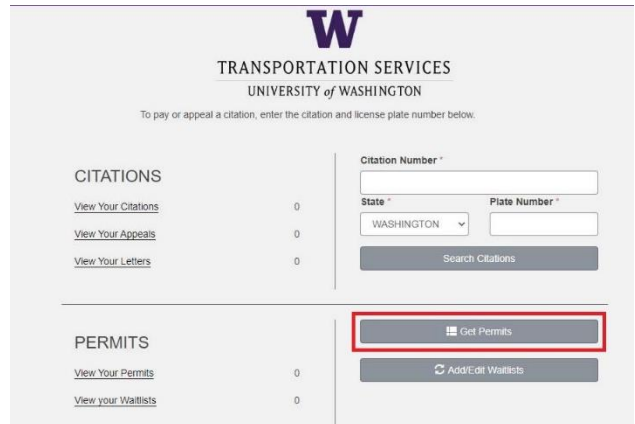
Step 1

Log into your account on the online customer portal using your UW NetID.



Step 2

Click **Get Permits** in the Permits section of your account dashboard.



Step 3

Select the permit type BIKE HOUSE / Annual from the permit list.

Review the bike house terms and conditions on the policies page and confirm your review before clicking **Next**.

Select	Quantity	Permit Fee	Deposit	Permit Description	Permit Effective	Permit Expires
<input type="radio"/>	1	\$42.41	\$0.00	BIKE HOUSE / Annual	07/01/2020	06/30/2021

Please review the Transportation Services policies before proceeding: <https://transportation.uw.edu/policies>

I agree that I have reviewed and will abide by all Transportation Services policies. I understand that my permit may be revoked for violating the policies.

Next >>

Step 4

Select the bike house you would like to park in. Access to a particular bike house is based on space availability at the time of purchase. If a bike house is full, it will be indicated with “[Sold Out]” text following the bike house name (see A05 in the example).

Click **Next** once you have selected your desired bike house location.

Select Your Permit Location

Please select a location from the list below. You can view a map of the locations at [maps](#).

Select One

- A05[Sold Out]
- A08[Sold Out]
- A11 Bike House[Sold Out]
- A03
- A04[Sold Out]
- A07[Sold Out]
- A06[Sold Out]
- A01 Bike House[Sold Out]
- A10 Bike House[Sold Out]
- A09[Sold Out]
- A13
- A12 Bike House[Sold Out]
- A02

Select One

Next >>

Step 5

Select your preferred payment method. Not all staff or products are eligible for payroll deduction, so you may not see it listed as an option. Click **Next**.

Select Payment Method

Discover

- Discover
- MasterCard
- Visa
- American Express
- Payroll Deduction

CHECKOUT

Next

Step 6a

If you selected payroll deduction as your payment method, review the charges associated with your permit and check the box to indicate that you confirm your permit purchase before clicking **Next** to finalize.

I have read and understand the above statements.

Next

Step 6b

If you selected a credit card as your payment method, you will be redirected to the payment information screen so that you may enter your credit card information in the required fields.

Review Transportation Services' return policies and check the box to indicate that you have reviewed the applicable information before clicking **Continue** to finalize.

The screenshot shows a web form titled "Payment" with a large purple "W" logo on the left. The form is divided into three sections: "Payment Information", "Account Information", and "Contact Information". Each section has a small asterisk and the text "* Indicates required information".

- Payment Information:** Includes a "Total:" field, a "Payment Method:" dropdown menu set to "Credit Card", and icons for VISA, Mastercard, American Express, Discover, and Debit.
- Account Information:** Includes a "Credit Card Type:" dropdown menu set to "Select a Credit Card Type", an "Account Number:" text input, an "Expiration Date:" with two dropdown menus for month (set to "10") and year (set to "2020"), a "Security Code:" text input with a "View Expiry" link, and a "Name on Card:" text input.
- Contact Information:** Includes an "Email:" text input with the placeholder "name@email.com" and a "Mobile Phone:" text input with the placeholder "(555) 555-5555".

Your permit purchase is now complete! You will also receive an email confirmation of the transaction.

Review more resources at
transportation.uw.edu/customer-portal-guide.