

Customer portal user guide

Pay-per-use parking (PPUP)

Pay-per-use permits (PPUP) are available to faculty and staff who are eligible for payroll deductions.

With PPUP you can come and go in your assigned PPUP lot by using an AVI card or swiping your Husky Card. You can also park in E01 by swiping your Husky Card to raise the entrance gate. Your parking fees are then deducted from your paycheck at the end of each pay period. The less you park, the less you pay. You can also track your usage during the current pay period online.

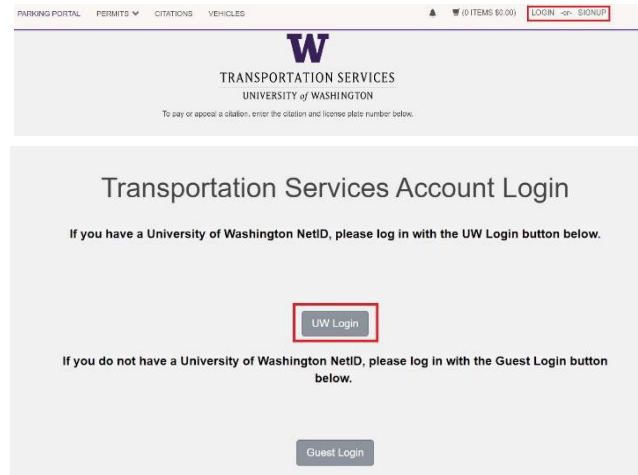
Step 1

Log into your [workday](#) account to confirm your mailing address information is accurate. **If it is not, please update this before purchasing a PPUP permit.**

We will use this address to mail your AVI card. If you would prefer a campus mailing address, please email ucommute@uw.edu with your box number as soon as you have completed the purchase steps below.

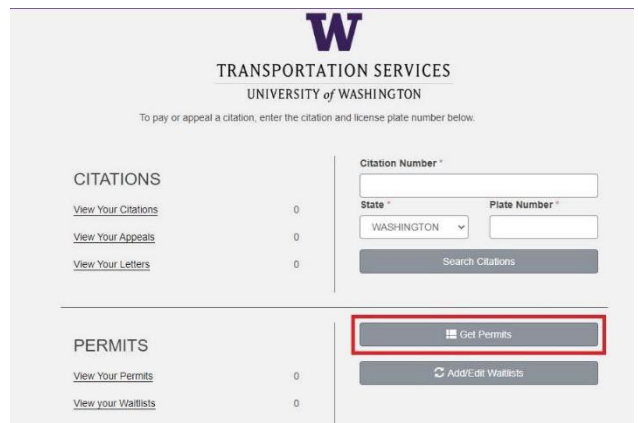
Step 2

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



Step 3

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



Step 4

Select the permit type (**PAY PER USE PARKING / Annual** or if you park at South Lake Union select **PAY PER USE Parking / SLU Annual**)

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

PERMITS	CITATIONS	VEHICLES			
<input type="radio"/>	1	\$196.80	NIGHT / Quarterly	07/01/2024	09/30/2024
<input type="radio"/>	1	\$3.28 / day	NIGHT / Short-Term	-select-	-select-
<input type="radio"/>	1	\$6.56 / day	NIGHT OVERTIME / Single Day Extension - Purchase Before 8AM	08/30/2024	08/30/2024
<input checked="" type="radio"/>	1	\$0.00	PAY PER USE PARKING / Annual	07/01/2024	06/30/2025
<input type="radio"/>	1	\$0.00	PAY PER USE PARKING / SLU Annual	07/01/2024	06/30/2025
<input type="radio"/>	1	\$2361.60	SOV / Annual	07/01/2024	06/30/2025
<input type="radio"/>	1	\$590.40	SOV / Quarterly	07/01/2024	09/30/2024
<input type="radio"/>	1	\$9.84 / day	SOV / Weekday Short-Term	-select-	-select-
<input type="radio"/>	1	\$1180.80	SWING / Annual	07/01/2024	06/30/2025
<input type="radio"/>	1	\$295.20	SWING / Quarterly	07/01/2024	09/30/2024

Step 5

Select your vehicle. Please note, there are no motorcycles in gated PPUP lots.

Click **Next**

Select	State	Plate Number	Year	Make	Model	Color
<input checked="" type="checkbox"/>	WASHINGTON	GODAWGS	2020	Nissan		Black

Step 6

Select permit location.

Lot assignment is first-come, first-serve. If you do not see your desired PPUP lot, it may be sold out, restricted or waitlisted.

Click **Next**.

Select Your Permit Location

Select the location where you would like to park from the list of available locations below.
View maps of University parking lots and bike houses here: <https://transportation.uw.edu/maps>
Note: Night permits allow for parking in the selected lot or in any unrestricted lot from 4 pm to 6 am

Lot

Portage Bay Garage

Select One

N29

W08 - Lander Residence Hall

W45

Portage Bay Garage

W44 - Benjamin Hall Front

E12

W UNIVERSITY of WASHINGTON

Step 7

View cart. Click **Next** under "Checkout."

View Cart

Select your method of payment.
If your purchase is eligible for payroll deductions and you select payroll deduction as your payment method, the "Due Now" amount will be split and charged evenly between all pay periods within your permit's valid date range. Your deductions will be charged on a pre-tax basis.
Click "Next" to proceed with your transaction.

Qty	Type	Description	Amount	Actions
1	Permit	PAY PER USE PARKING / Annual (07/01/2024 - 06/30/2025) view details	\$0.00	<input type="button" value="Remove"/>

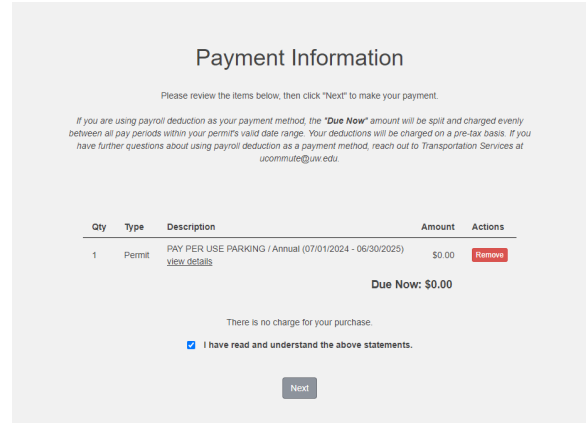
Due Now: \$0.00

Checkout

Step 8

Review payment information. Select **checkbox** next to “I have read and understand...”

There is no upfront charge for this purchase. **Billing via payroll deductions is based on usage per pay period.**



Purchase complete. You should also receive an email copy of your receipt.

Please allow 30-60 minutes for the system to update with your credentials, and then you may access the your chosen parking facility by swiping your Husky Card at the gates.

Please reach if you have not received your AVI card by mail within 2 weeks.

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