Customer portal user guide

UW Retiree Motorcycle Permits

Complimentary motorcycle parking is available to employees who have retired from the University and their spouses. Retirees must obtain a permit each time they park on campus, either by reserving one online or by stopping at a gatehouse when entering campus. UW retirees who have returned to work must pay for work-related parking. More details on eligibility are online.

This permit is valid only in designated motorcycle stalls in campus lots. If you wish to park in a regular vehicle stall, you must reserve a UW Retiree permit.

**Step 1**
Log into your account on the online customer portal using your UW NetID.

Spouses will need to have their permits reserved by the UW Retiree on the customer portal.

**Step 2**
Click Get Permits in the Permits section of your account dashboard.

**Step 3**
Select the permit type RETIREE MOTORCYCLE / Daily.
Review Transportation Services’ policies and confirm your review of the policies before clicking **Next**.

**Step 4**
Select the motorcycle you would like linked to your permit and click **Next**.

You may have up to five vehicles, including motorcycles, linked to your permit but you may only park one on campus at a time.

If the motorcycle you would like linked is not listed or you have not registered your motorcycle yet, click **Add Vehicle** and follow the instructions.

**Step 5**
Review your reservation. Check the box to indicate that you confirm your reservation before clicking **Next** to finalize.

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

Review more resources at [transportation.uw.edu/customer-portal-guide](http://transportation.uw.edu/customer-portal-guide).