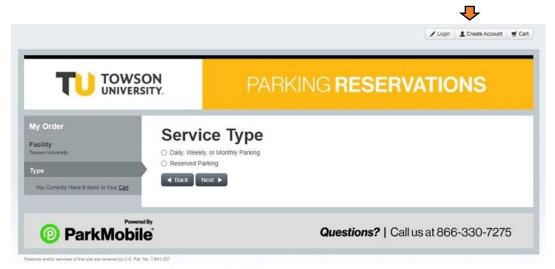
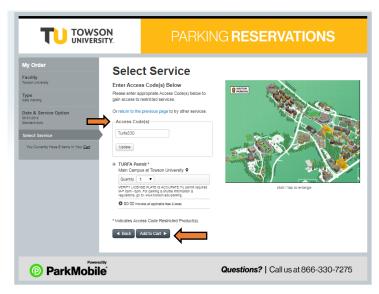
TURFA will no longer use codes at the yellow visitor paystations. Members will use the online parking system called **ParkMobile Reservations** to obtain their parking. All TURFA members will be issued 10 codes initially and codes are valid until the end of June each year.

See the Instructions for ParkMobile Reservations below.

- Go to the website: www.towson.pmreserve.com to create your account.
- Click on **Create Account** at the top righter corner, then follow the prompts to create your account. (No credit card information needs to be entered for the use of TURFA codes.)

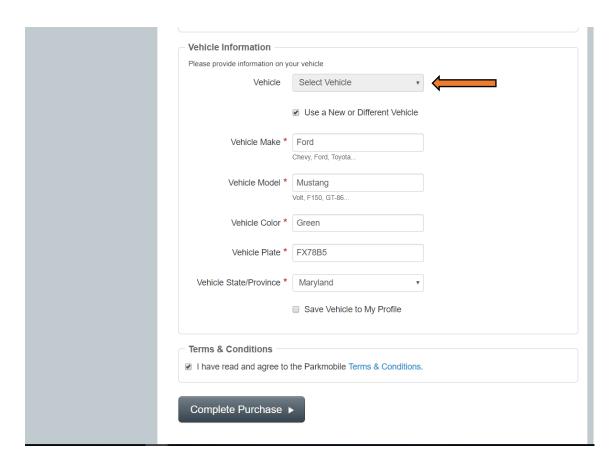


- Once your account is created, an email will be sent to you to activate your account.
- After the account has been successfully activated you will return to the main page (www.towson.pmreserve.com) and select the **Daily, Weekly, or Monthly Parking** option.
- Next, you will **Select the Date** that you plan to come to campus.
- The next screen is the **Select Service** page, you will need to enter your **Access Code**, which is your TU ID # or if you do not have a TU ID then the last seven digits of the phone number you have on file with TURFA.
- After, you enter the access code, click **Update**. You will see **TURFA Permit** appear under "Update."
- Click Add to Cart.



TURFA Instructions (Continued)

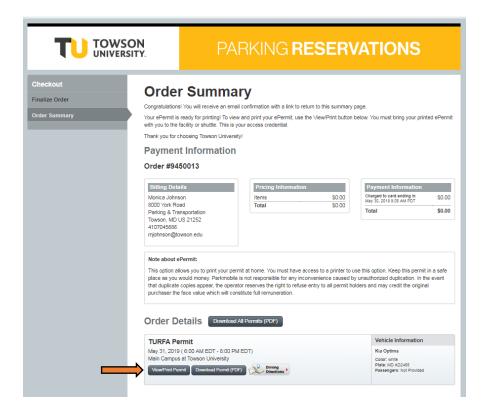
- Verify that TURFA Permit date in **Shopping Cart** is accurate. (This should be the day that you are visiting the campus.)
- When you get to the **Finalize Order** screen, go to the bottom of the page in the **Vehicle Information** section. Select the vehicle that you will drive to campus from the drop-down list. (**Please note:** if you are using a car that is not on the list, then click the box that reads **"Use a New or Different Vehicle,"** then enter the information for that vehicle.)
- Read the Terms and Conditions of ParkMobile Reservations. If you agree, then click the box to accept.
- Review your license plate information for accuracy then click **Complete Purchase**.



Once you have completed the purchase, you will come to the Order Summary page where you can choose to View/Print
or Download Permit (PDF). You will NOT need to display the permit while your vehicle is parked on campus.

TURFA Instructions (Continued)





Where Is My ParkMobile Reservations TURFA Permit Valid?

• Your parking permit through ParkMobile Reservations is valid, at all times, in visitor, department guest and overflow spaces, where the black bordered sign says "All TU Permits Valid." Your permit is also valid in the reserved TURFA spaces in Lot 9 near the Administration Building, provided your license plate is on file with Parking & Transportation Services. (Send your request to your TURFA representative and please allow three business days for your account to be updated before using the TURFA SPACES.

Where can I park if I have an accesibility (handicap) plate/placard?

 You may park at any accessible parking space on campus. Please consult a campus map (www.towson.edu/maps)



For more information about ParkMobile Reservations or parking for TURFA members, please visit the TURFA Membership and Benefits page at https://www.towson.edu/retiredfaculty/membership.html