



Parking & Transportation Services

Towson University
8000 York Road
Union Garage
Towson, MD 21252

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Welcome to the Towson University Retired Faculty Association Program!

We are happy to announce that you are eligible to receive ten free parking passes at a time while you are an active member of the association. Please review the following details for information on how to use the parking codes:

Parking Code Information

- Your seven-digit TU ID number with the lead '0' is your code number to access your parking pass.
- Those who do not have a seven-digit TU ID number will use the last seven-digits of the phone number provided by the TURFA contact to access your parking pass.
- 10 codes are issued at a time. For additional codes, please send a request to uPark@towson.edu. Be sure to include your name and TU ID number or seven-digit access code number. Incomplete requests will not be processed and requests will need to be resubmitted for review.
- Requests take up to 5 business days for processing for additional codes. If requests are less than 5 business days notice, then please purchase a general visitor permit from the The TU ParkMobile App zones numbers may be found at <https://www.towson.edu/parking/visitors/guests.html>. Please note that general visitor permits are not valid in Department Guest or TURFA spaces on campus.
- Codes expire on August 31st of each academic year.
- The codes and parking permits are for TURFA member use only.

TURFA permits must be obtained through the ParkMobile On-Line Reservation System.

TU ParkMobile Reservation Website Instructions

Creating an Account:

1. Go to <http://towson.pmreserve.com> to create your account. Your account will be used each time you wish to obtain a permit to park on campus. Note: ParkMobile App is a separate system from the ParkMobile reservation system
2. To create your ParkMobile Account, click on Create Account in top right corner. Follow Prompts to create account. No credit card information is required for use of TURFA codes. Click link for specific directions on creating an account <https://www.towson.edu/parking/visitors/>.

Obtaining a permit

1. Log into your account
2. Select '**Daily, Weekly, or Monthly Parking**' option & select date you will need to park on campus, then click Next. **Note: TURFA permits are daily parking only.**
3. Enter your TU ID number where it ask for your access code then click Update
4. Select '**TURFA Permit**' as the permit type, then click Add to Cart.
5. Verify that '**TURFA Permit**' date is accurate in Shopping Cart.
6. Select Vehicle from drop down list which will be parked on campus for the date selected. If the vehicle isn't listed, select 'use a new or different vehicle' to enter another vehicle license plate info. Make sure license plate information is accurate as your plate will be used to verify you have a valid permit.
7. Read Terms & Conditions for use of ParkMobile; if accepted check the box, then click '**Complete Purchase**'. A confirmation email will be sent to the email provided when you obtained your ePermit.
8. ParkMobile ePermit does not need to be displayed while vehicle is parked on campus.
9. For further instructions on how to use the ParkMobile, please go to:
[<<http://www.towson.edu/parking/vistors/>>](http://www.towson.edu/parking/vistors/)

ParkMobile TURFA Permit Information

- Your parking permit through ParkMobile Reservation system is valid at all times in Visitor, Department Guest and 'Overflow' spaces where the sign says 'All TU Permits Valid'.
- Your permit is also valid at all times in the reserved TURFA spaces in the Admin Building surface lot, provided your license plate(s) is/are on file with Parking & Transportation Services. If you wish to take advantage of the TURFA reserved spaces, please send your request and license plate information to Kameron Crump in the Office of the Provost (kcrump@towson.edu). Please allow 5 business days for your account to be updated before using the TURFA spaces.
- Those with Accessibility license plates/placards may use their ParkMobile parking permit at any accessible parking space on campus. Please consult a campus map at:
[<<http://www.towson.edu/maps/index.html>>](http://www.towson.edu/maps/index.html) for locations of accessible parking areas.
- Your permit is also valid in Core spaces (green & black signage) after 3pm and in Faculty/Staff spaces (red & black signage) after the posted restriction hours.
- Please read all parking signs carefully before parking your vehicle.
- You may also use On-campus shuttles to get around campus:
<https://www.towson.edu/parking/shuttle/oncampus.html>

For more information, please visit www.towson.edu/parking [<http://www.towson.edu/parking>](http://www.towson.edu/parking), email upark@towson.edu, or call 410-704-PARK(7275), select option #1.

Thank you for your membership in the Towson University Retired Faculty Association!

Sincerely,

Parking & Transportation Services