

### **Contractor Parking Permit Information**

- Price
  - Daily Contractor - \$15
  - Monthly Contractor - \$75
- Location Options - You may choose one of the three options. It does not change the price.
  - Perimeter (Varsity, Fringe, All Decks except Coliseum Deck)
  - C (C Areas, Coliseum Deck)
  - B (B Areas)
- Code: 21Contractor

### **How To Obtain Your VIRTUAL Event Permit**

1. Visit [Go.ncsu.edu/EventParking](http://Go.ncsu.edu/EventParking)
2. Select "Purchase Event Permit"
3. Agree to the Terms of Service
4. Select "Vendor/Contractor Permits"
5. Select Contractor Daily Permit OR Contractor Monthly Permit
6. When prompted enter **21Contractor** as the Event Voucher Code. The code is case sensitive and must be entered exactly as shown. Click Confirm.
7. Select Permit Type
8. Select/Confirm your parking dates. Click Confirm.
9. Select Location
10. Click "Add Vehicle". Enter vehicle license plate, state, year, make, and model. Review information entered for accuracy and click Add.
11. Enter client name and phone number. Click Confirm.
12. Click Continue.
13. Enter email address to receive confirmation of parking permit. Click Checkout.
14. Review payment amount and click Continue.
15. Enter credit card information and click Continue.
16. Review information. Click Confirm.

**Remember, the permit is virtual, your license plate is your permit. Permit is valid only for the vehicle entered. Permit is not valid in paid parking locations.**

**Are you driving a rental car?** If so, please wait to obtain your parking permit until after you have received your rental car. Vehicle license plates cannot be changed once entered. You must obtain your parking permit before leaving your vehicle unattended on campus.

**For assistance with obtaining your permit please call the Transportation Office at 919-515-3424.**