

Creating a Registration Department: Rare Book School

Link(s): **(Send to those needing parking)**

<https://www.offstreet.io/location/FRWT9M3R>

Right Click on the above link to open hyperlink.

Welcome Screen (specific to your department request)

- Enter License Plate/State
- Click Next

Select Start Date/Start Time

- Select Start Date/Start Time
- Click Next

Select Length of Stay

- Select DuraDon- Hours/Minutes (or use quick select)
- Next

Enter Additional Information

- Email Address
- First Name
Last Name

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- Click Park

Parking Confirmed!

Confirmation # 174000000 (ex.)

***If you would like a copy of your confirmation sent to your email**

- Enter your email address-click send.
- Click Done.

Registration Complete!