



GENERAL STAFF PARKING PERMIT INSTRUCTIONS

PURCHASE INSTRUCTIONS

PERMIT DESCRIPTION:

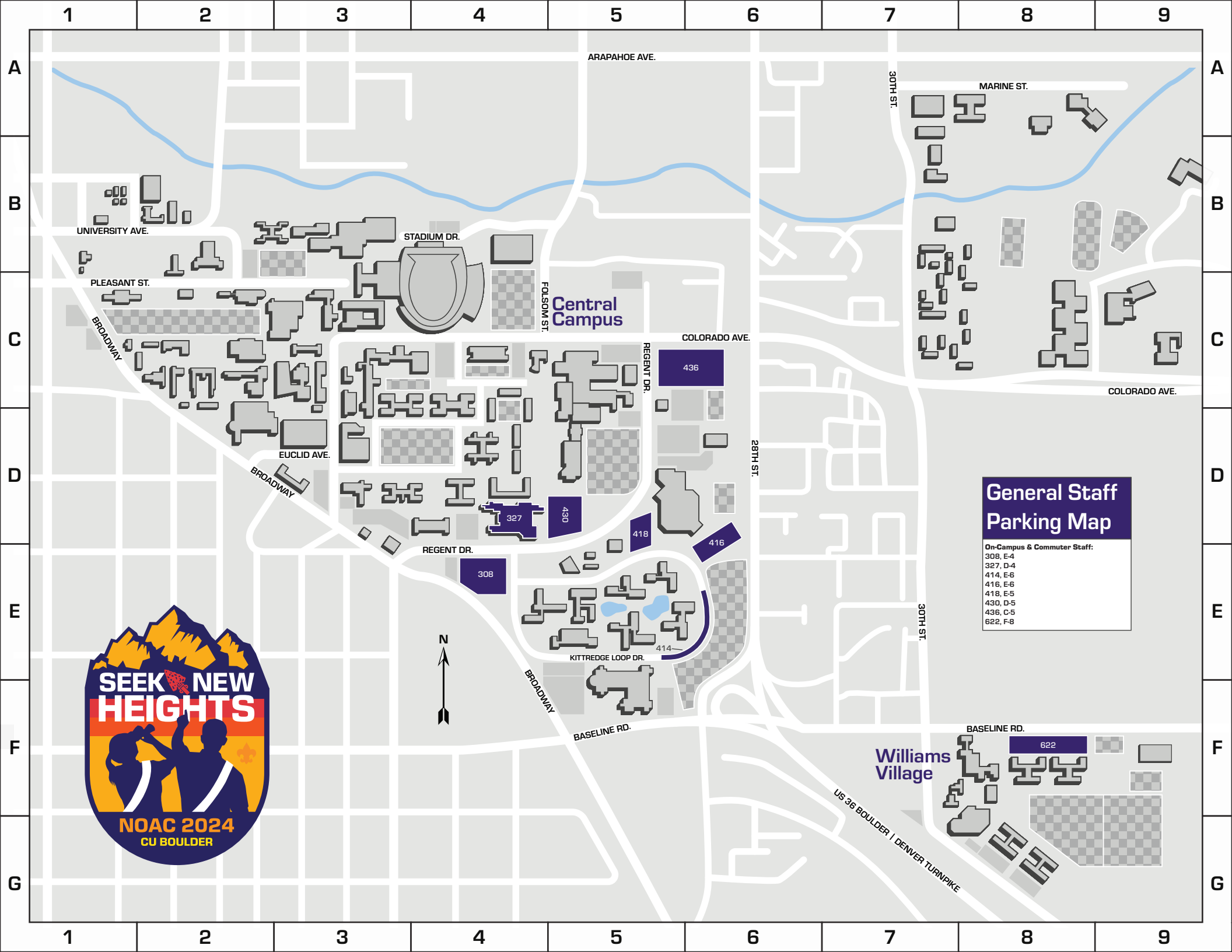
This parking permit is exclusive for NOAC staff members and is valid in lots 308, 327, 414, 416, 418, 430 and 436. The permit is valid from Tuesday, July 23rd through Saturday, August 3rd. The permit costs \$25.00 and paid via NOAERS. Staff members are responsible to setup a parking permits for their vehicle.

INSTRUCTIONS TO SETUP PERMIT:

1. Login to [NOAERS](https://registration.oa-bsa.org) via registration.oa-bsa.org
2. Select your name under "My Attendees for this Event"
3. Select "Travel" from the left-hand menu
4. Under "Arrival Records," select "Add New"
 - a. Do not edit or delete any existing records
5. Select "NOAC Staff Parking" from the travel mode drop-down menu
6. Input your conference assigned arrival date and expected arrival time
7. Select Vehicle License Plate State from the drop-down menu
8. Input your Vehicle License Plate Number
 - a. If you are renting a vehicle and do not know the plate number, please select "Other" in the Plate State field and "Rental" in the plate number. You will have to return to NOAERS and edit each record once you have your rental vehicle information.
9. Select the "We Want Parking Permit" box
10. Select the blue button labeled "Save" in the upper right-hand corner
11. Select "General" from the left-hand menu
12. Select the "Make a Payment" under "Financial Summary" to pay for your permit.

PERMIT NOTES:

1. The University of Colorado Boulder (CU) uses virtual parking permits and license plate recognition technology for parking enforcement. Your license plate is your permit. You must ensure the vehicle information provided in NOAERS matches the vehicle you park on campus.
2. If you are pulling a trailer, you need to acquire two passes. One for the vehicle and one for the trailer. If your state does not require a license plate on your trailer, please input the last six digits of the VIN number.
3. If you have a handicap accessible placard, you must also have a valid campus parking permit.
4. The included map identifies all the valid parking locations on CU's campus for this parking permit.



General Staff Parking Map

On-Campus & Commuter Staff:

- 308, E-4
- 327, D-4
- 414, E-6
- 416, E-6
- 418, E-5
- 430, D-5
- 436, C-5
- 622, F-8



**Williams
Village**

**Central
Campus**