EasyPark

Monthly Parking – *How to Pay a Third Party Invoice*

Access to Your Account
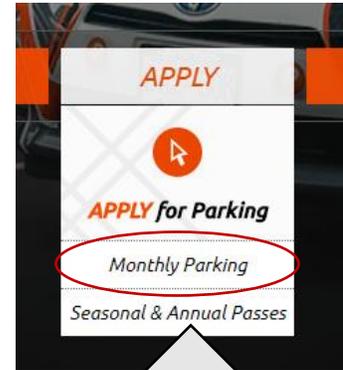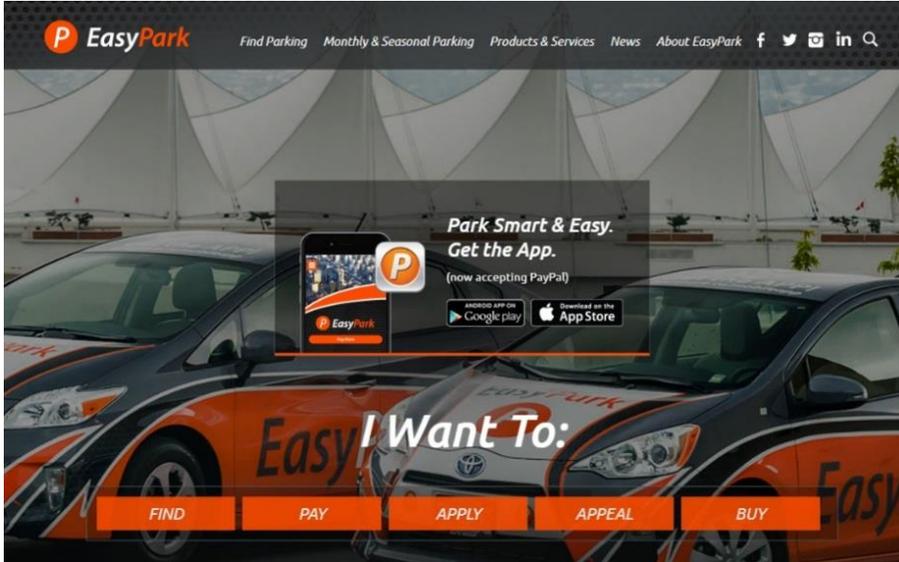
Select 'Monthly Parking' from the 'Apply' dropdown menu at our Easy Park website – http//www.easypark.ca

You will be re-directed to the following page

Select 'LOGIN' at the top, righthand corner

If you are unable to sign in, call the Monthly Parking Department at 1-888-501-1343, or email *monthlyparking@easyparkcs.zendesk.com*

EasyPark

Monthly Parking:
To apply for monthly parking please scroll down and click on **Get Permits.**

Parking Violations:
For violation appeals, it may take up to 10 business days for it to be reviewed. If you have appealed your violation, we will honour the original amount until it has been reviewed.

Login with Customer Code

Email Address

Password

* indicates a required field

Use your customer code or email and password to sign
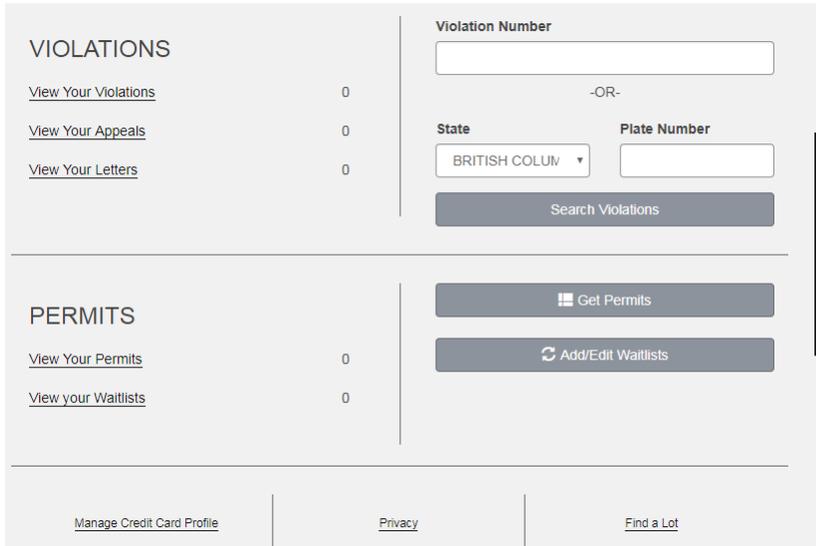
EasyPark

Monthly Parking – *How to Pay a Third Party Invoice*

VIOLATIONS

		Violation Number
View Your Violations	0	
View Your Appeals	0	-OR-
View Your Letters	0	

PERMITS

View Your Permits	0
View your Waitlists	0

Manage Credit Card Profile   Privacy   Find a Lot

From this page, you will be able to manage your violations, appeals, and monthly parking permits

Pay a Third Party Invoice
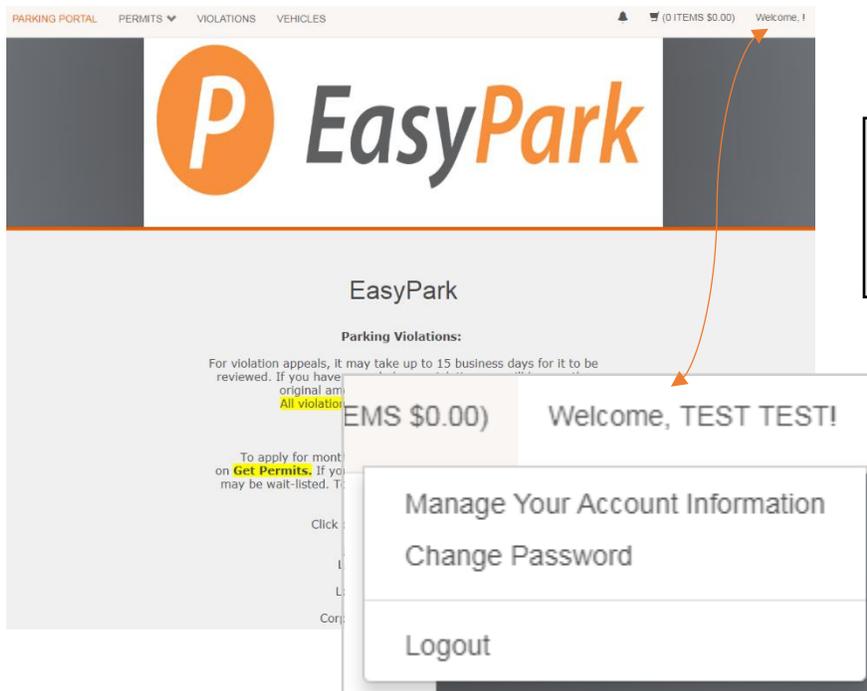
PARKING PORTAL   PERMITS ▾   VIOLATIONS   VEHICLES   (0 ITEMS $0.00)   Welcome, !

EasyPark

Parking Violations:

For violation appeals, it may take up to 15 business days for it to be reviewed. If you have... original am... All violatio...

To apply for mont... on **Get Permits.** If yo... may be wait-listed. T...

Click...

EMS $0.00)   Welcome, TEST TEST!

Manage Your Account Information
Change Password

Logout

At the top of the home page, select 'Manage Your Account Information' from the dropdown menu under 'Welcome'

EasyPark

Monthly Parking – *How to Pay a Third Party Invoice*

Account Information

ADDRESS

ADD NEW +

EMAIL ADDRESS

HubGlobalSuppliers@hubinternational.com ★ | REMOVE | EDIT

ADD NEW +

PHONE NUMBER

Phone 1 (604) 703-79411   REMOVE | EDIT

Phone 2 (604) 685-6554   REMOVE | EDIT

ADD NEW +

CREDIT CARD PROFILES

Manage Profile(s)

TRANSACTION HISTORY

Enter the start date and end date of the transactions you want printed out.

Start Date	**End Date**
11/6/2018	11/6/2018

PRINT

View Invoice(s)

TRANSACTION HISTORY

Enter the start date and end date of the transactions you want printed out.

Start Date	**End Date**
11/6/2018	11/6/2018

PRINT

View Invoice(s)

This page outlines a summary of the account information.

Update any contact information as necessary by editing 'email address' or 'phone numbers.'

Add a Credit Card Profile for automatic billing each month.

Search for an invoice or receipt under Transaction History.

Select 'View Invoices' under Transaction History

EasyPark

Monthly Parking – *How to Pay a Third Party Invoice*

View Your Invoices

Below are your invoices.

Outstanding Invoices

Invoice #	Invoice Date	Amount Due	
2499	10/26/2018	$2,401.28	Add Invoice to Cart

Select the invoice to be paid and add it to the cart.

PERMITS ▾   VIOLATIONS   VEHICLES   🔔 🛒 (1 ITEMS $2401.28)

🛒 (1 ITEMS $:

✔ The invoice has been added to your cart

🔔   🛒 (1 ITEMS $2401.28)

Invoice 2499	$2401.28
Total	$2401.28
	PAY NOW

A green check will confirm the invoice has been added to the cart.

The total will also be visible at the top righthand menu.

Review the total balance to be paid. Select 'PAY NOW' from the dropdown menu.

Item
Permit 81-00010: Balance Due

Full Name	_____ *
Card Number	_____ *
CVV/CVC	_____ *
Expiration Date	Select One ▾ Select One ▾ *

Be sure to enter the following exactly as it appears on your credit card statement

Street Address	_____ *
City	_____ *
State/Province	Select One ▾ *
Postal Code	_____ *
Phone	_____ *
Email	_____ *

* INDICATES A REQUIRED FIELD

The next page is the payment site.

Ensure there is NO space or dash between your postal code.

CORRECT: A1B2C3
INCORRECT: A1B 2C3 / A1B-2C3

Ensure there are NO extra spaces before/after any of your information.

CORRECT: Vancouver
INCORRECT: Vancouver

<< Back   Next >>

Click 'Next' when ready to confirm payment.

A receipt will be emailed to the address on file.