



Step 1: Go to www.ci.salinas.ca.us and click on the link "Parking Information"



Step 2: On this page, you will see links for information regarding citations, downtown parking and residential parking. Click on "Residential Permit Parking Information" to proceed



Step 3: This page includes a variety of information regarding the Residential Permit parking program, including a section addressing "Frequently Asked Questions"

You may return to this screen in the future to apply for Daily Guest permits for events at your home taking place during Regulation hours

If you wish to purchase a permit, click on the link "purchase Annual Residential Permits, Annual Guest Permits or Daily Guest Permits"



This page will provide you with the opportunity to sign up for a new permit account or login to an existing permit account

If you are **signing up for the first time** please click on the "User Registration" link

Should you need help remembering your password, you may call customer service at 1 (800) 989-6058





To purchase a permit for the first time, you will be directed to the “**New Account**” screen

Please enter the following information:

- *Contact Information
- *Address where vehicle will be parked
- * Vehicle Information
- *User Name and Password for future inquiries and/or vehicle additions

Please note that all information which has a red asterisk by it is required information and is needed to proceed with a permit

All information entered into the system will be used for internal purposes by the City of Salinas and is never disclosed or distributed to outside parties

Once you have finished entering all information, choose the “**Complete Registration**” button

Please note: If you do not have a vehicle, you may choose to upload a document that provides proof that you are a resident at the selected address. If you intend to purchase an Annual Residential Permit for a specific vehicle, please enter that in the vehicle information section

The screenshot shows the 'Salinas Permit System' interface for a 'New Account' registration. The form is divided into several sections:

- Contact Information:** Fields for First Name (John), Last Name (Doe), Phone (7145678974), Cell Phone, and Email Address (jdoe@yahoo.com).
- Address where Vehicle will be Parked:** A dropdown menu for Address, currently showing '211 Alameda Avenue Salinas 93901'. A note above the dropdown reads: 'If your Address is not found, please contact Customer Support.'
- Vehicle Information:** Fields for Year of Vehicle (2011), Make (TOYOTA), Model, Color (Select a Color), License Plate Number (98PY165), and State (California). A VIN field is also present.
- User Name and Password:** Fields for User Name (jdoe) and Password (test).

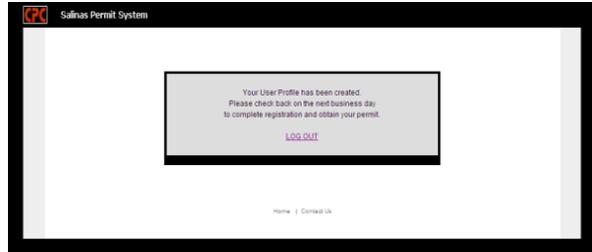
At the bottom of the form, there are two buttons: 'Complete Registration' and 'Quit Registration'. A red asterisk indicates required fields. A note at the bottom of the vehicle section states: 'Note: This Vehicle will be used to verify residency with CA DMV. If you have recently moved to this address please upload documents to provide proof of residency i.e. Utility bill / Mortgage statement etc. You can use the box below to attach a photo, file or scan.' There are 'Browse...' and 'Upload' buttons below this note. The footer includes 'Home | Contact Us'.



Once you have completed the initial registration for a “User Name” and “Password” you will receive the following message displayed to the right

Your “User Name” and “Password” will be sent to the email address you have entered into the screen for future reference

Please note that in order to process your new information you will need to check back the next business day to complete registration and obtain/print your permit for you vehicle



Once you have obtained a “username” and “password”, you will need to return to the Salinas Permits home page and enter your “User Name” and “Password”





This screen provides you with summary information in the “Resident Information” section

In the “New Permit” section please select from 1 of the following 3 items:

- 1) Select Annual Residential
- 2) Annual Guest
- 3) Daily Guest

To purchase an “**Annual Residential**” permit, select that type and Select your “Vehicle” (or you may add a vehicle)
Select “Process New Permit”

To purchase an “**Annual Guest**” permit, select that type
You do not need to select/enter a vehicle
Click the “Process New Permit” button

To purchase “Daily Guest” permits, select that type
Enter the ‘Permit Date’ in the required field
Enter the “Number of Permits” in the required field
Click the “Process New Permit” button

Salinas Permit System

Home > New Account

Resident Information

User ID: 10480
Name: John Doe
Address: 211 Alameda Avenue, Salinas, CA 93901
Contact: Phone: 7145678974

New Permit

Select Permit Type: Annual Residential
Select Vehicle: Please select a vehicle
From Date: 7/1/2011 To Date: 5/30/2012

Process New Permit Add Vehicle Quit

Vehicle Information

For	Plate	State	Year	Type	Make	Model	VIN	Color
Annual Resident	8SPY85	CA	2011		TOYT			

Transactions

Date	Description
11/9/2011 4:25:00 PM	User Created Logon

Home | Contact Us

After processing you payment, you will be provided with a Confirmation of Payment and you will have the ability to print out a temporary ID Permit

You will also be able to print out a “Receipt” of payment with this screen

Salinas Permit System

General Information

Amount: \$18.00
User ID Number: 10480

This is a confirmation that payment has been applied to User ID: 10480
Confirmation Number for Payment: 89

Click on the button below to Print your Permit.

Print Temporary Permit

Receipt

Confirmation Number: 89
User ID: 10480
Amount Paid: \$18.00
Date Paid: Wednesday, November 09, 2011
Permit Number(s): 2032

Home | Contact Us



This image shows you a Sample Temporary Parking Permit to print and keep and displayed on your vehicle dashboard until you receive your permanent parking permit within 5 business days

Congratulations you have finished registering for your parking permit!

CITY OF SALINAS

**TEMPORARY
ANNUAL RESIDENTIAL
PARKING PERMIT**

Purchased on: 11/9/2011

This temporary permit is valid for one week from the Purchase date.
You will receive your permit within 5 business days.

211 ALAMEDA AVENUE

Vehicle License: 9SPV165
Vehicle Description: 2011
Permit Number(s): 2032
USER ID: 10460

Sakari