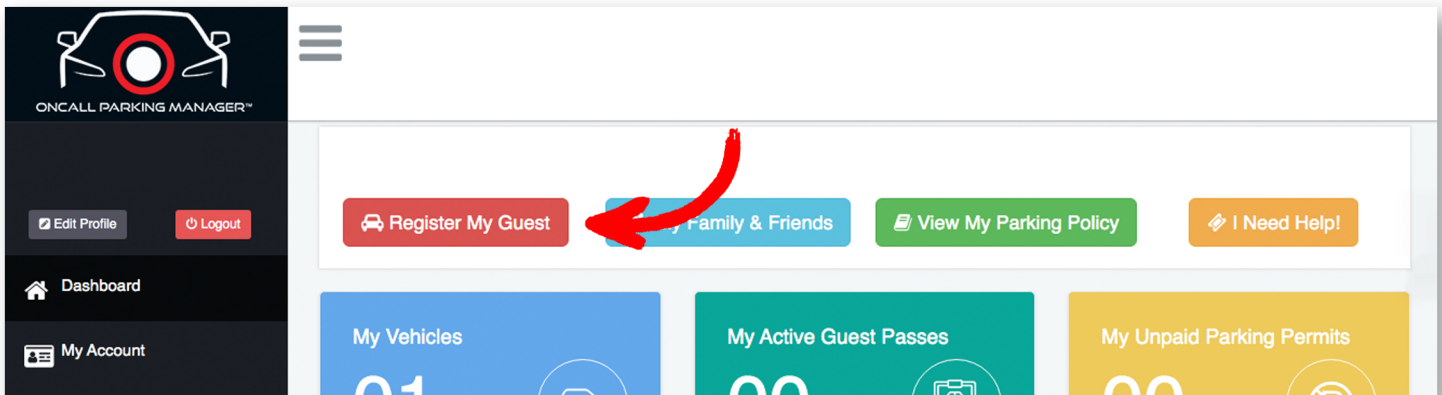


OnCall Tutorial

How to Add a Guest Vehicle

Step 1: Log into your account. On your dashboard, click on "Register My Guest"



Step 2: Enter all required information and then click "Add Vehicle". Please ensure all details are correct to avoid a tow.

A screenshot of the 'Add Guest Vehicle Pass' form. The form has tabs for 'Add Guest Vehicle Pass', 'Register Past Guest', 'My Friends & Family', and 'Associated Guest Vehicles'. The 'Add Guest Vehicle Pass' tab is active. The form fields include: 'License Plate Number' (text input), 'Select Vehicle Type' (dropdown menu), 'Guest Pass Start Date' (calendar icon), and 'Guest Pass End Date' (calendar icon). A red arrow points to the 'Add Vehicle' button. A yellow callout box with a red border contains the text: 'PLEASE NOTE: Take care to note the expiration date and time. A guest pass will expire at exactly this time and will be liable for towing.'

TIP : You can get through the process quicker if you have registered your guest in the past. Simply select the "Register Past Guest" tab and click "Register Again".

Guest Vehicle Request

Add Guest Vehicle Pass

Add Guest Vehicle Pass **Register Past Guest** My Friends & Family Associated Guest Vehicles

Vehicle Info	Action	Remaining Days
2010 Honda Element - 123ABC	Register Again	View

You will then be taken to another page requesting to confirm the License Plate Number of your guest and to select new start and end dates. Please make sure all details are correct and select "Add Vehicle" to submit.

Add Guest Vehicle Pass

Add Guest Vehicle Pass Register Past Guest My Friends & Family Associated Guest Vehicles

License Plate Number

Confirm License Plate Number

Select Vehicle Type

Select Vehicle Year

Select Vehicle Make

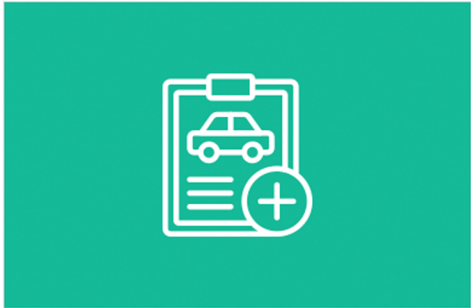
Select Vehicle Model

Select Vehicle Color

Guest Pass Start Date

Guest Pass End Date

[Add Vehicle](#)



TIP : You can also add frequent guests to a friends and family list. Click on the “My Friends & Family tab for options to click “Add New Friends & Family” or to register an existing friends and family pass.

The screenshot shows the 'Add Guest Vehicle Pass' interface. At the top, there are four tabs: 'Add Guest Vehicle Pass', 'Register Past Guest', 'My Friends & Family', and 'Add New Guest Vehicles'. A red arrow points to the 'My Friends & Family' tab. Below the tabs, there is a red button labeled 'Add New Friends & Family' which is circled in yellow. On the left, a card displays information for 'Jane Doe (Close Friend)'. The card includes a profile picture, name, color (Red), make (Honda), year (2010), and element (123ABC). Below this information are four buttons: 'Edit', 'Register', 'Delete', and 'Remaining Days'. The 'Register' button is circled in yellow.