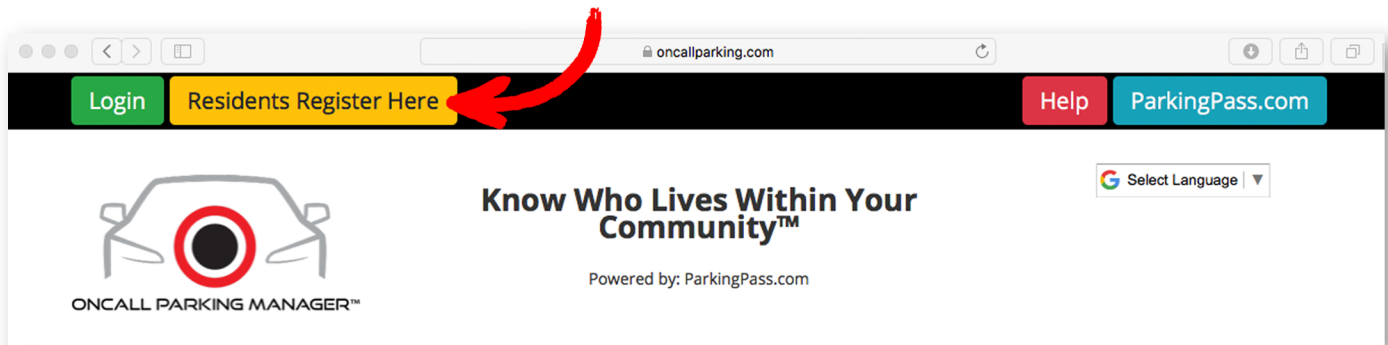


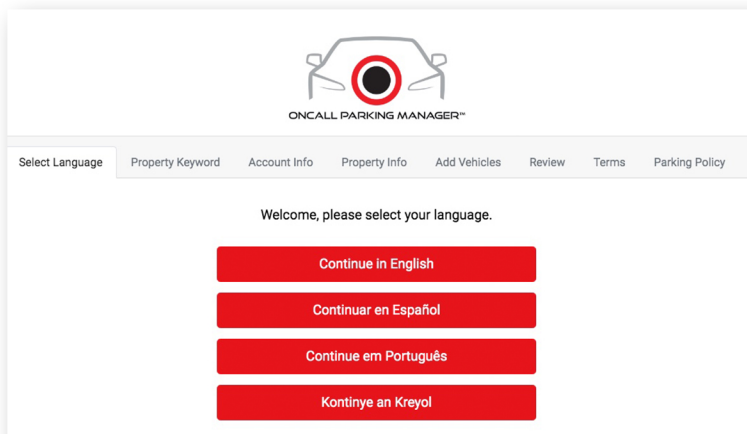
OnCall Tutorial

Set Up a New Account

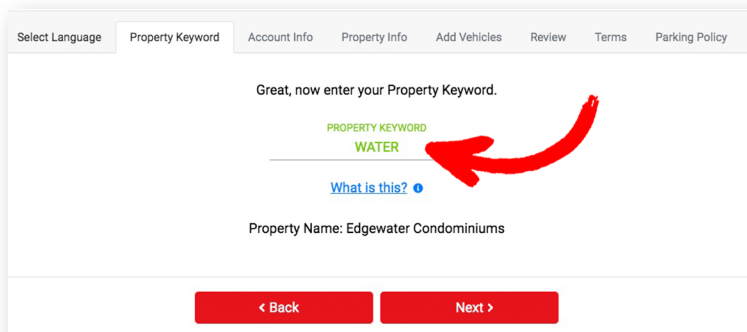
Step 1: Visit www.oncallparking.com and click on “Residents Register Here” to get started.



Step 2: You will be taken to the setup page. Click on your preferred language to continue.



Step 3: Now it is time to enter the property keyword. The keyword is **WATER**. After entering the keyword, please click “Next” to continue.



Select Language Property Keyword **Account Info** Property Info Add Vehicles Review Terms Parking Policy

Please enter your account details.

First Name: John Last Name: Doe

E-mail Address: johndoe@email.com Confirm E-mail Address: johndoe@email.com

Contact Number Type*: Mobile Phone Number: (123)456-7890

Create Your Password: SamplePassword123! Confirm Your Password: SamplePassword123!

Create Your 4-Digit Security Pin: 1234

[What is this?](#)

< Back Next >

Step 4: Enter all account details. Be sure to write down your password for future reference.

SECURITY PIN: This 4-digit pin will help you get the service you need when calling the customer support team. Be sure to write down this pin along with your password for future reference.

Click "Next". You will be invited to confirm your email address and phone number. A 6 digit pin will be send to your email, and then another to your mobile phone. Please follow these steps to continue to the next page.

Confirm E-mail Address

Is this a good e-mail address to reach you at? If so click or tap "Send PIN". You will then receive an e-mail with a 6-digit confirmation PIN which you will need to enter on the next screen.

E-mail Address: johndoe@email.com

Send PIN

Confirm E-mail Address

Please enter the 6-digit confirmation PIN you received in your e-mail.

Confirmation PIN: 487770

CONFIRM

[Did not receive your PIN? Try again.](#)
(please wait 2 minutes before trying again.)

Confirm Phone Number

Is this a good number to reach you at? If so click or tap "Send PIN". You will then receive a text message with a 6-digit confirmation PIN which you will need to enter on the next screen.

Phone Number: (123)456-7890

Call Me Send PIN

Confirm Phone Number

Please enter the 6-digit confirmation PIN you received on your mobile.

Confirmation PIN: 535638

CONFIRM

[Did not receive your PIN? Try again.](#)
(please wait 2 minutes before trying again.)

Select Language Property Keyword Account Info **Property Info** Add Vehicles Review Terms Parking Policy

Please provide us with your address information.

Select Your Address * 8955 Wiles Road Building Number * 1

Unit Number * 101

Do you own or rent this unit?
 Own Rent

Please provide us with the owner's details.

Owner's First Name - Owner's Last Name -

Owner's E-mail Address Owner@email.com Confirm Owner's E-mail Address Owner@email.com

Owner's Phone Number (000) 000-0000 Owner's Address -

Select Owner's Country US Owner's City -

Select Owner's State FL Owner's Zip Code 12345

< Back Next >

Step 5 : Enter the property address, building number and unit number.

If you own this unit, select "Own" and click "Next" to continue.

If you rent, select "Rent". You will then be asked to provide the owner's details. If you don't know them, please check your lease or contact the office for the information. Click "Next" to continue.

Select Language Property Keyword Account Info Property Info **Add Vehicles** Review

Provide us with your vehicle details.

Do you park a vehicle at this community?
 YES NO

Vehicle #1

Vehicle's License Plate Confirm License Plate

Last 6 characters of VIN Confirm Last 6 characters of VIN

Vehicle State/Province/Region Vehicle Type

Registration Exp. Date Proof of Registration
 File Types Allowed: pdf, jpeg, jpg, png, & gif

Insurance Exp. Date Proof of Insurance
 File Types Allowed: pdf, jpeg, jpg, png, & gif

Copy of Driver's License Mark as primary vehicle?
 YES NO

Remove Vehicle

VEHICLES REMAINING: 1
 VEHICLES ALLOWED IN UNIT: 2

+ Add Another Vehicle

< Back Next >

If you don't have a vehicle, you can set up an account just to register guests by selecting "NO" here and then "Next" to continue

Step 6 : Provide your vehicle details. Be sure to complete this section in full, including uploading all appropriate documents. Note that all details are correct.

You may add a second vehicle at this time by selecting "Add Another Vehicle" and repeating the steps. Click "Next" when ready to proceed.

Please take note of which vehicle will be considered the primary vehicle. Remember, only the primary vehicle may park in the yellow "resident only" spaces.

Select Language Property Keyword Account Info Property Info Add Vehicles **Review** Terms Parking Policy

Please review and confirm that the information you have provided is correct.

Property Keyword

Property Keyword
WATER

[Edit Property Keyword](#)

Account Info

First Name: John Last Name: Doe

E-mail Address: johndoe@email.com Confirm E-mail Address: johndoe@email.com

Contact Number Type: Mobile Phone Number: 1234567890

Create Your 4-Digit Security Pin: 1234

[Edit Account Info](#)

Property Info

Selected Address: 8955 Wiles Road Building Number: 1

Unit Number: 101 Do you own or rent this unit?: Rent

[Edit Property Info](#)

Owner's Info

Owner's First Name: - Owner's Last Name: -

Owner's E-mail Address: Owner@email.com Confirm Owner's E-mail Address: Owner@email.com

Owner's Phone Number: 0000000000 Owner's Address: -

Owner's City: - Owner's Zip Code: 12345

Selected Owner's Country: US Selected Owner's State: FL

[Edit Owner's Info](#)

Add Vehicles

#	Year	Make	Model	Color	License Plate
1	2010	Honda	Element	RED	ABC123

[Edit Vehicles](#)

[CONFIRM](#)

Step 7: Please review all details for your account. If you need to edit any section you may do so at this point. When you are ready, click "CONFIRM" to continue.

Select Language Property Keyword Account Info Property Info Add Vehicles Review Terms Parking Policy

Please carefully read our terms & conditions.

Last Modified: November 2, 2020

Acceptance of the Terms of Use

These terms of use are entered into by and between your property management company, on behalf of itself, its officers, directors, employees, contractors, agents, and affiliates (collectively, "You"), and

Union Rich Technologies, LLC d/b/a ParkingPass.com ("Company", "we" or "us"). The following terms and conditions, together with any documents they expressly incorporate by reference (collectively, these "Terms of Use"), govern your access to and use of <https://www.parkingpass.com/>, including any content, functionality and services offered on or through <https://www.parkingpass.com/> (the "Website"), whether as a guest or a registered user.

By entering your signature below you are agreeing to our Terms & Conditions.

First Name: John Last Name: Doe

Next

Step 8 : Please review OnCall's terms and conditions carefully and click "Next" when ready to continue.

Select Language Property Keyword Account Info Property Info Add Vehicles Review Terms Parking Policy

Parking Policy Details	Rules
Guest Vehicles Allowed/Unit: 2 Resident Vehicles Allowed/Unit: 2 Guest Pass Reset: Every Month Guest Pass Limit: 8 Days	Below are the reasons why your vehicle may incur a violation, a citation be booted or towed! Non-Resident/Non-Guest/Unregistered Vehicle Immediate Tow or Boot Restricted Guest Vehicle Immediate Tow or Boot Banned Vehicle Immediate Tow or Boot Parked in RESIDENT Space not Assigned Immediate Tow or Boot Parked in No Parking Immediate Tow or Boot

I Agree to and Understand My Community's Parking Policy.

Sign & Finish

Step 9 : Please review the parking policy carefully. Here you will see what infractions would merit a violation or a tow. Click "Sign & Finish" to complete the application.

Please note; after a vehicle incurs two violations, upon the third violation the vehicle is towed, regardless of the violation itself.

After submission of your OnCall application, the management office will approve your account after confirming all details are correct and all documentation is provided. Upon approval, OnCall will email you directly to let you know the account is approved and that you may log in to pay for the permit(s). Once payment is completed, you are set to park at Edgewater. No stickers or decals will be issued. Take care park only the primary vehicle in the yellow "resident only" spaces. Secondary vehicles and guest vehicles will be towed if parked in a primary space, even if it is registered.