

New Parking Permit Applications for Fall Now Open

The ability to apply for the new 2017-2019 parking permit has now begun.

If you are registering for the first time, you will need a few things before you begin:

- Employee ID
- Vehicle information (make, model, plate, etc)
- Mailing address

If you already have a permit from the previous year, the registration process will be simpler than the initial signup.

Please read all the instruction below as the process to sign up for your permit has changed.

1. Go to <https://ccsf.thepermitstore.com>
2. Click on Employee Permits
3. Enter your CCSF Employee ID number (Uppercase Letters) then click Search
4. Two permit types will be displayed:
 1. If you are applying for a permit for any vehicle, click Add Item in the Hangtag Permit 2017 box
 2. If you are applying for a permit for a motorcycle or convertible, click Add Item in the Motorcycle/Convertible 2017 box
5. If you need to add another permit, click Add More Items and repeat step 4
6. Click Proceed to Checkout
7. NEW USERS will need to create a New Account
 1. You will now need to add vehicles to your account:
 1. Click the [SELECT] box and select [Add New Vehicle]
 2. Fill in all the information
 3. If you need to add more vehicles for a hanging permit (max of 3) click Add Another Vehicle
 2. Enter your mailing information. This is where your permit will be mailed to you.
8. RETURNING USERS can log in with your existing user name and password you created when you registered previously:
 1. You will now select your vehicle from the drop down menu of previously registered vehicles
 2. If you need to add more vehicles, click the Add Another Vehicle box and select the appropriate option
9. Review your order for any errors
10. Once you've completed your order you may now print a temporary permit for your vehicle:
 1. Each vehicle will need its own temporary permit and is valid only with the vehicle printed on the temporary permit
 2. Temporary permits do not apply for motorcycles

Remember, if you ever make any changes to your vehicles (buy, sell, new plates, etc.) it is your responsibility to return to this site and update your information.

Citations will be issued for invalid permits starting September 1st.

If you have any question during the signing up process, email Shawn Yee at sbyee@ccsf.edu. Please do not call Campus Police directly. Thank you.