

# DEPP HID Parking Card Instructions



September 9, 2016

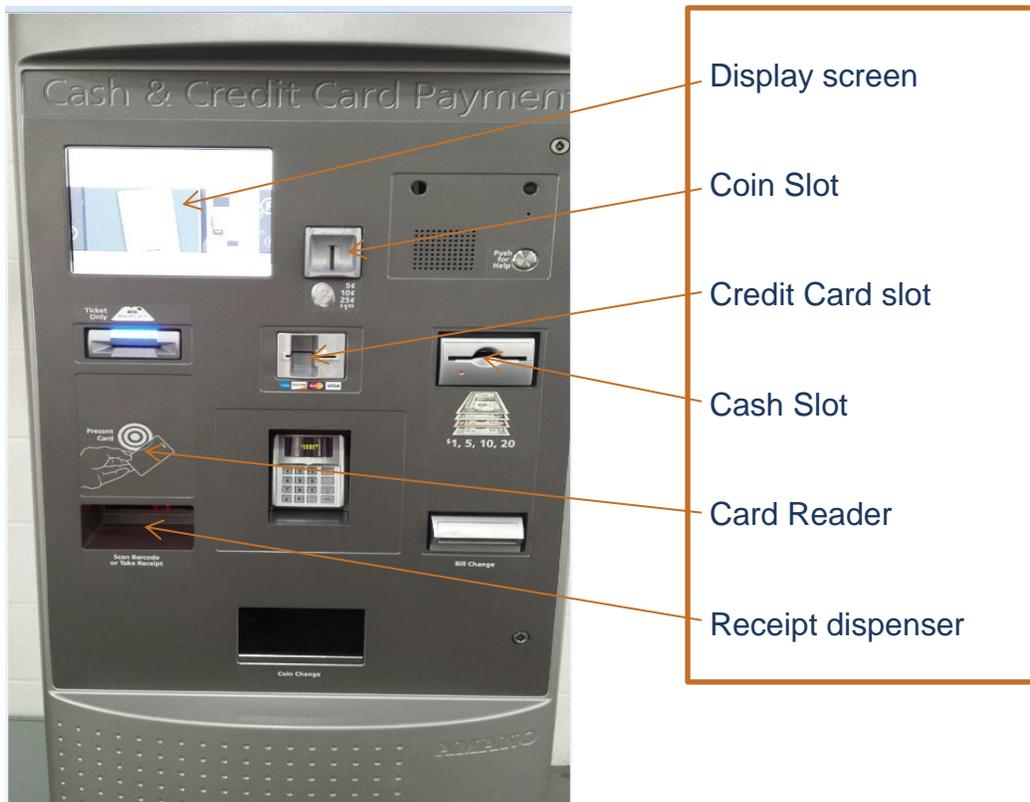
## DEPP HID PARKING CARD OVERVIEW

The DEPP program utilizes a prepaid card instead of requiring payment upon exit. The DEPP HID parking card issued to you must have a preloaded balance on it before you exit the garage. The step-by-step instructions below explain how to add funds onto your card using cash or credit card.

To open a gate and enter a garage, tap your DEPP parking card on the card reader at the entry device. To exit a garage, tap your DEPP parking card on the card reader at the exit device. After tapping your card the DEPP parking fee due will be calculated and deducted from the balance on the card and then the gate will open.

## HOW TO ADD FUNDS TO YOUR DEPP HID PARKING CARD

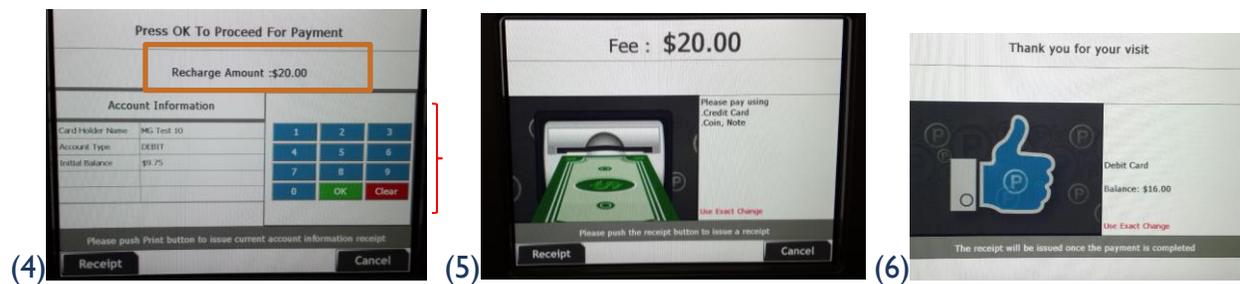
Funds may be added to your DEPP parking card through our Pay on Foot parking machines located near the exits of our garages. Below is an example of a Pay on Foot machine with a description of each part of the machine.



As you approach the machine the display screen (1) should light up. If it doesn't, tap the screen lightly to activate it. Tap your card at the card reader (2). The pay machine will read your account information and display the current balance on the card as shown below (3). On the display screen, press the green RECHARGE button to add money to your balance (3).



Use the keypad on the display screen shown below (4) to enter the amount you want to add to your card balance. \$20.00 is shown in the example. The screen will display the amount due which can be paid with coin, notes, or a credit card (5). Pay by using the coin slot, cash slot or credit card reader. Press the Receipt button in the bottom left corner of the screen to print a receipt. (6) When the transaction is completed, a thumbs up will display as shown below.



The receipt will feed from the receipt dispenser (7) and display the initial balance, amount added, and the new available balance (8). Be sure to take the receipt quickly as the machine will retract it after several seconds. At entry the device will display your card number and the amount available on your access card (9) and at exit the amount deducted for the current parking session.



If you have questions, please contact us at (916) 808-8500 or visit online: [SacPark.org](http://SacPark.org).