## Conference Services

UNIVERSITY OF COLORADO COLORADO SPRINGS

UCCS Event Alpine Garage

## How to Reserve Parking through ParkMobile Website:

- a. Go to: <u>Voss Parking at Main Campus | ParkMobile</u> \*\*\*PLEASE SEE PARKING INSTRUCTIONS ON NEXT PAGE\*\*\*\*
- b. This will take you directly to the Voss Event
- 2. Click on "Filters & Access Codes"
  - a. Enter the access code: VOSS
  - b. Click "Apply"
- 3. After applying the access code, you will see a green button that says, "*Reserve*" become available under MAIN CAMPUS (by choosing this it will allow you to park in Alpine Garge). Click on the "*Reserve*" button.
- 4. You may proceed as a guest or sign in to ParkMobile.
  - a. You must provide email and license plate of the vehicle you will be parking.
  - b. Add in your payment information.

## How to reserve parking through ParkMobile App:

- 1. Download the *ParkMobile App* onto your mobile device and register an account.
- 2. Select the "*Reserve*" tab at the bottom of the screen.
- 3. At the top of the screen use the search bar to search for, "UCCS"
- 4. Once you select UCCS it will show you various parking options on campus. Find and select, **Main Campus**
- 5. Once you click on "*Main Campus*" you will see an event come up, "*Voss*" for Oct 18th. Click on that event.
- 6. Click on "Have Access Code?" and enter the access code: VOSS
- 7. Click on the List icon (top right)
- 8. Then click on Main Campus
- 9. Complete the information for your vehicle and click "Reserve Your Spot".

## Instructions for Parking/Meeting Location:

- Turn into Clyde Way/Stanton St. and make an immediate left into Alpine Garage and Field (AFG)
- Park your vehicle anywhere. Parking Permits/Payment are not required.
- Exit the parking garage on the SE side
- Walk NW towards Roaring Fork Dining Hall. Kettle Creek is the 3<sup>rd</sup> set of doors on your left.

