New Visitor Parking Option for Departments

Parkmobile is an application that runs on a smartphone or computer workstation. It allows a parker to use a credit card to pay for parking at multiple space parking meters in the Stadium Drive, Garland Avenue, and Meadow Street Garages and at the single space parking meters around campus. It does not work at short-term (gold) parking meters. If the parker does not have a smart phone, they can call a telephone number to pay for their parking. Parkmobile has been active on the UA campus since 2011.

Parkmobile is being extended to allow departments to pay for parking for their visitors. Each department that will use Parkmobile will create a Parkmobile account linked to a Pcard. When a visitor arrives on campus and parks in a metered parking space, they contact the departmental representative who accesses the departmental Parkmobile account on their computer. The representative enters the space number or zone number, vehicle license number, the name of the visitor, and the amount of time for which they want to pay. The fee is charged to the Pcard. The departmental representative can log into their Parkmobile account to check the usage for the service at any time.

This system allows the departments to provide parking for scheduled guests or those who arrive unexpectedly as well as control the amount of time they choose to pay for the guest. The current meter code system does not allow the department to control the amount of parking time the guest charges to the department. Departments cannot use the Parkmobile system to pay for parking for university employees.

To create a departmental account on Parkmobile, go to www.parkmobile.com, select "sign up now", then select either the Basic or Preferred membership. Basic membership has no monthly service fee and a 35 cent charge for each transaction. The Preferred membership charges 99 cents per month for the membership but only 25 cents per transaction. If a department expects to have more than 10 visitors per month using Parkmobile, the Preferred membership would be the better option. Enter the requested information. Enter the Pcard holder's office phone number in the mobile number field. A vehicle license number will need to be entered for the account. This can be the Pcard holder's vehicle license number or ABC123. Select the appropriate state for the vehicle license or use Arkansas if the vehicle license used is ABC123. Select next and, after reading the terms and conditions, select the box stating I accept…, then select next. Select "NO" to the Parkmobile wallet selection and select next. Select Visa/MasterCard/ Discover/American Express option and compete the credit card information from the Pcard. Then select next. The account is now established.

Once the department has an account, the designated employee will log into Parkmobile with their ID and password, select "Start Parking" then select the "Visitor" tab. Enter the visitor's name, vehicle license number, vehicle license state, and the Zone number in which they are parking. The zone number is available on signs in the garages or on the

meters in the parking lots. If the visitor is parked in a garage, you will also need to enter a space number. The space number is located on a sign at the head of the space or on the floor at the back of the space. Select "Start Parking" then enter the number of hours for which you want to pay. If you later determine you need to extend the parking time for the visitor, follow the same procedure but instead of selecting "Start Parking", select "Extend Time".

The designated departmental representative will be able to review the charges to their account at any time by selecting monthly statements or parking history from the Overview menu.

Please contact Transit and Parking at parking@uark.edu or by calling 575-7929. If you have any questions about this new parking option.