Instructions for Using Parking Meter Codes

Meter Code at Kiosk:

1) Note your license plate number before leaving your vehicle.

2) At the Kiosk, begin your transaction by pressing the white “Start” button on the keyboard below the kiosk screen.

3) Press the Green “✓” Button to continue.

4) Press “3” on the next prompt screen to “Redeem A Code.”

5) Enter your License Plate number with no spaces. Include all characters even the stacked letters.

6) Press the Green “✓” button to continue.

7) Enter your Meter Code.

8) Press the Green “✓” button to continue.

9) Screen will briefly show your transaction summary.

10) Take Receipt from the kiosk, it will be located under the door next to the coin return.

Meter Code Parking on the Flowbird App [https://flowbirdapp.com/](https://flowbirdapp.com/)

1) Download the Flowbird app to your phone and follow the instructions to set up your parking account.

2) Add vehicle information. Enter or confirm your License Plate number with no spaces or hyphens. Include all characters even the stacked letters.

3) Allow location services when prompted.

4) Select an icon for the garage/area you are parking and tap the “Park Here” pink button.

5) Type your Meter Code in the “Enter code” box at the top of the screen. (There is no need to do anything with the time circle icon- the parking session length is built into the code.)

6) Click the Pink “✓” button next to the “Enter code” box.

7) Select Purchase on the next screen.