



Registering for Monthly Parking with



1) Choose your garage, login to that garage's web page, then choose Register to create a new account:

- East End, \$74/month, <https://my.parkingsoft.com/rochestereastendgarage>
- Midtown, \$89/month, <https://my.parkingsoft.com/rochestermidtowngarage>
- Mortimer Street, \$64/month <https://my.parkingsoft.com/mortimerstreetgarage>

2) You'll get a confirmation email from the program.

3) Within a day or two, you'll get an email from one of our staff, asking for the date when you want to start.

The City of Rochester DOES NOT prorate parking for your first month. If you want to start at any time during the month, you'll be charged for the entire month. This is why we ask.

4) Once we get your reply, we'll process your application. Then we'll send you a Welcome email. It will include details on how to pay your invoice, how to set-up the optional automatic monthly payments, and how to pick up your hangtag/parking pass.

5) Pay your first invoice (which activates your hangtag/parking pass). Although the software offers other options, the City of Rochester accepts **ONLY** MasterCard and Visa.

Please note: The address you put into ParkingSoft **MUST** match the billing address of your card, or your bank will decline your payments.



6) Pick up your hangtag/parking pass.

7) Park!

Thank you for parking with the City of Rochester!

