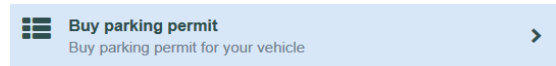
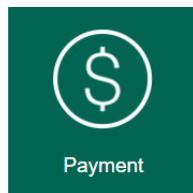


# How Do I Purchase a Parking Permit?

To purchase a semester parking permit, you will need the make, model and license plate number of your vehicle.

1. Go to <http://m.4cd.edu> (or use the InSite app) and sign in using your username and password.
2. Select the “Resources” tile or the “Payment tile, and then select “Buy parking permit”



### 3. Select buy permit

Students, Faculty and Staff:  
Purchase a semester parking permit.  
*Please print your temporary permit after your purchase is completed.*

[Buy Permit](#)

### 4. Enter in your personal information, mailing address, and automobile or motorcycle information. Then click buy parking permit.

My Information   Order History   Messages   My Permits   Instructions

#### My Information

Personal Information

Name:       ID#:

Email:       Cell Phone: (925)

Status:       Home Phone:

---

Shipping Address

Street Address:

Street Address (DR) P.O. Box

Optional

Apartment, Suite, Dorm, Room Number, Department, etc.

City:       State:       Zip:

Note: If you have multiple automobiles please enter the primary vehicles information only. You are responsible for transferring the parking permit decal to the other vehicle(s) when you park on campus.

Automobile Information

License Plate:       Make:       Color:

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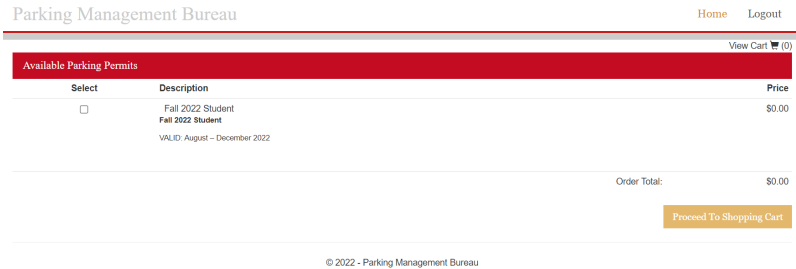
Motorcycle Information

License Plate:       Make:       Color:

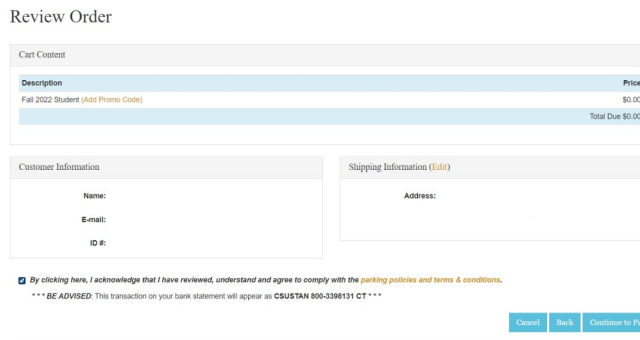
[Save](#)      [Buy a Parking Permit](#)

# How Do I Purchase a Parking Permit? continued

**5. Next check the box if it is automobile or motorcycle and the click “proceed to shopping cart”**



**6. Review your order and make sure that your information is correct. Review the parking policies, terms and conditions and check the box indicating that you have read, acknowledge and agree to them. Then click “continue to pay”.**



**Please note: you will be issued a physical permit for that particular semester. A physical permit will be issued or mailed to you. It is required that you obtain a physical semester permit to park on campus. Please display on the driver’s side dashboard when you receive it.**

**7. If your purchase was successful, you will see the screen below. Please follow the instruction below to print a temporary permit to display on the driver’s side dashboard**

