

Dept. Portal

MU PARKING & TRANSPORTATION

Assigned Permits History

SUMMARY

+ BUY PERMIT

Balance Due **\$0.00** [Pay Department Balance](#)
My Balance Due **\$0.00** [Pay My Permit Balance](#)
UnPaid Permits [Remove UnPaid Permits](#)

Name	Sold	Available	Max
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- * When you are logged into your portal, look for MY DEPARTMENT
- * Choose the VEHICLES TAB to either search for the vehicle or to add a vehicle

1 Add Vehicle

Organization Vehicle Instructions

Add Vehicle

Plate Type *

Automobile

State *

Missouri

Plate *

Test

Make

Audi

Model

Coupe

Style

Two Door

Color

Black

Vehicle color

Year



2 Registered Owner

*Add vehicle information then click Continue

1 Add Vehicle

2 Registered Owner

Organization Vehicle Instructions

Registered Owner

Name*

Email

CANCEL

CONTINUE >

SAVE



















*Add the guest name (NO EMAIL)

*Click Save

Assigned Permits History

3 | **VEHICLES**

Search

	Plate	State	Registered Owner	Type	Make	Color	Style	Permit
    	TEST	Missouri	TIGER TRUMAN 	Automobile	Audi	Black	Two Door	
    	MZU0372	Missouri	CECORA RAY P&TS 	Automobile	Chevrolet	Black	SUV	
    	123456	Missouri	Black Joshua 	Automobile				

*Click on shopping cart next to vehicle that needs the permit

SELECT PERMIT

Permit	Cost
PORTAL: TAG (1 DAY)	\$0.00

SELECT DATES

Dates

PORTAL DAILY

Start Date *

10/07/2021 12:49:05 PM



End Date *

10/07/2021 11:59:59 PM



CANCEL

SAVE

Once in the shopping cart, follow these steps:

*Select permit choice

*Select dates

*End date must select different time for cost to populate

SELECT PERMIT

Permit	Cost
PORTAL: TAG (1 DAY)	\$9.00

SELECT DATES

Dates

PORTAL DAILY

Start Date *

10/07/2021 12:49:05 PM

End Date *

10/07/2021 11:30:00 PM

CANCEL

SAVE

*Click Save

Summary Vehicles **Assigned Permits** Available Permits Assigned Permits History

Organization *
PARKING

1 | PERMITS

Search

	Number	Series	Registered Owner	Effective	Expires	Permissions	Due	Vehicles
<input type="checkbox"/>	PORTAL: TAG 1 DAY1758	PORTAL: TAG 1 DAY	TIGER TRUMAN	10/7/21 12:49 PM	10/7/21 11:30 PM	PORTAL: TAG (1 DAY)	\$9.00	<input type="button" value="+"/>

*Choose the Assigned Permits tab

*Click on the + sign next to the vehicle picture to add the permit to the correct

Selected Permit: PORTAL: TAG 1 DAY1758

SELECT VEHICLE

Search



+ ADD

Plate	State	Type	Make	Color	Style
TEST	Missouri	Automobile	Audi	Black	Two Door
MZU0372	Missouri	Automobile	Chevrolet	Black	SUV
123456	Missouri	Automobile			

Start Date Time:

10/7/2021



End Date Time:

10/7/2021



CANCEL

SAVE

*Choose the guest's vehicle so the permit attaches to the vehicle plate in system.

*Click Save