



## Heritage Park Annual Pass Plus and Heritage Club Member Parking Set-up

Consistent with many other attractions in Calgary, a parking fee will be implemented at Heritage Park Historical Village beginning on Monday, May 2, 2016. Parking at Heritage Park will be managed by Calgary Parking Authority through ParkPlus.

As a registered charitable organization responsible for connecting people with the settlement of Western Canada, we are challenged with the ongoing and ever-growing preservation and upkeep of the Park's 127 acres and 182 exhibits. The costs to operate and maintain Heritage Park increase each year. Proceeds collected from the parking fee will help ensure Heritage Park continues to educate, entertain and preserve history for generations to come.

For more information, please visit [www.HeritagePark.ca](http://www.HeritagePark.ca)

**As a Heritage Park Annual Pass Plus member, you are entitled to complimentary parking** at Heritage Park, valid from one hour prior to the Park opening to one hour after Park closing, year-round, once you have registered your license plate(s) through the online procedure outlined on the reverse. If you are attending an evening event, there is a 90 minute complimentary grace period. Parking for longer than 90 minutes is \$3.00 after 5 pm. Both the 90 minute complimentary and \$3.00 evening parking require that you register your plate and/or pay at the pay machine or online.

**Note:** If your Pass Plus membership number does not begin with MC, you must obtain a new card from the Park first. This number is located on the back of the card under the barcode. Please contact guest services if you have any questions about your membership card at 403.268.8500.

How to register your license plate(s) - First, you will need to set up a myID account with the City of Calgary. The myID account allows you to access many City of Calgary resources and services using one account. (Please note: You will only need to set up your myID account once. If you already have a myID account, you can skip Section One and go directly to Section Two.)

**General / Senior Annual Pass Plus** members can register up to two license plates. Child Pass Plus memberships are not eligible for free parking.

**Family & Friends Pass Plus** members (General / Senior only) are entitled to register two license plates per ID number each for a total of four license plates. Each General / Senior member will require a unique myID account in order to register two vehicles each. Only one vehicle per member is eligible for free parking at Heritage Park at the same time.

For example: John and Jane have a Family & Friends Pass Plus. John may register two vehicles on his Heritage Park myID account and Jane may register two vehicles on her Heritage Park myID account. John and Jane may have one vehicle each at the park at the same time; however, John may not have two of his registered vehicles at the park at the same time.

### **Section One: How to sign up for your myID account**

Step 1: Go to <https://parkonline.calgary.ca/>

Step 2: Click on “Register as a Citizen”

Step 3: Fill in the required information for the Citizen Registration and Validation code. You will receive a confirmation that your account has been registered successfully, and an email will be sent to your email address with a temporary password. This may take a few minutes.

Step 4: Using the temporary password, log in to your account. You will be asked to update your password and choose three security questions. Once submitted, you will receive confirmation that your password has successfully changed.

Step 5: You will now be able to sign into your myID account. You will be able to register your license plates as a Heritage Park member on May 2<sup>nd</sup> when the Heritage Park Portal is live.

If you would like more information about myID, please visit the City of Calgary website here:

<http://www.calgary.ca/CS/IT/Pages/myID-FAQs.aspx>

If you have problems signing up or accessing your myID account, please call 311.

Please Note: License plate registration will **not** be available until **May 2, 2016**.

### **Section Two: How to register your license plate(s) to receive free parking at Heritage Park**

Step 1: Log in to your myID account at <https://parkonline.calgary.ca/>. Click on “Heritage Park Parking.”

Step 2: Enter your Heritage Park membership number (three letters, followed by a numerical sequence), located on the back of your membership card underneath the bar code. Click submit.

Step 3: Confirm and update your address and contact information for Heritage Park Parking.

Note: This information will only be updated for your Heritage Park parking. It will not affect any information associated with your Heritage Park membership.

Step 4: Enter up to two license plates. \*\* You will receive confirmation that your license plates have been added to the system.

Step 5: To check which plates are registered to your account, click the “get details” link on the Heritage Park parking page.

You may log in to your Heritage Park parking account and update your license plate information at any time after May 2, 2016.

\*\*Please note: General / Senior members can register a maximum of two license plates per member ID number; however, only one vehicle is entitled to park at Heritage Park at a time. If you park a second vehicle at Heritage Park, you must pay for parking for that vehicle. Failure to do so may result in a parking ticket. It is the member’s responsibility to update and register any changes in the license plates. Family & Friends Annual Pass Plus members may register two vehicles per adult member and have one vehicle per adult member at Heritage Park at a time for a total of two vehicles.

If you have questions about your account, please contact the Calgary Parking Authority through one of the following methods:

- Phone: 403-537-7000 from 8:00 – 4:15 pm Monday through Friday.
- Email: [improveservice@calgaryparking.com](mailto:improveservice@calgaryparking.com)