

**From:** Stephen Parke parke@services.fnal.gov  
**Subject:** Fwd: Meeting May 11  
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**To:**



The parking issue at WIN17 has been resolved with our modernized (paperless) permit system. Now the participants can register the vehicle info online before coming to the campus. They can do at once for all days they will be on campus. So no actual permit is needed. Here are the options I was given when I hosted a graduate student workshop a few weeks ago:

**Option 1 (most favorable):** We can set up an online parking permit so your attendees can sign up for parking prior to coming to the event. We can create a **Park By Plate** code for you to send to your attendees. They can use this code to insert their car information into the website on their own time up to the day of the event. You would only be charged for those who sign up.

**Option 2:** We can order **advance permits** from our main office so you can distribute to your guests but there are no refunds for these permits.

If there will be a large number of cars parked for the conference, we can also block space in the parking structure for the whole week, and the attendees can simply show their names while entering the structure. However, I think Option 1 above would be a good solution and addressed the issue in WIN2017.

Mu-Chun