# How to download the eParking app onto your phone and how to register as a user

### You can download the eParking app from your phone's app store.

- If you have an iPhone, you'll find it in the App Store.
- If you use an Android device (such as Samsung, Honor, Huawei, Sony, or OnePlus), the app is available on Google Play.

To find the app, open your app store and use the Search function. Type "eParking.fi" into the search bar. You can recognise the correct app by its drop-shaped P-logo. Once you've found the app, click "Install" to download it to your phone. After the installation, you'll find the eParking app among your phone's app icons.

### Register as a user

To create an eParking user account, you can use your phone number OR your existing Google, Apple, or HAKA account.

#### New user account with phone number:

- 1. Open the eParking app on your phone.
- 2. Click "Create a New Account".
- 3. Click "Register with phone".
- 4. In the phone number field, enter your phone number. Press "Next".
- 5. The app will send you a verification text message with a six-digit code. Type the
- 6. code in the field reserved for it.
- 7. Fill in the requested information in the next page. Press "Next".

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#### New user account with Google, Apple or HAKA account:

- 1. Open the eParking app on your phone.
- 2. Click "Create a New Account".
- **3.** Select which account (Register with "Google", "HAKA" or "Apple" account") you want to use to register your new account.
- 4. The application opens the login page for the account you have selected.
- 5. Fill in your username and password for the account.

### Introduction to the application

After registration, the application opens up to a map view from which you can navigate to elsewhere in the application.



# How to apply for parking permits in private contract areas

A private contract area refers to a designated parking area or garage reserved for specific users, such as residents of a housing company or employees of a workplace. Access to these areas requires a parking permit, which is granted based on certain eligibility criteria. For example, applicants may need to provide a matching residential address or submit their application using a work email. To confirm the specific criteria, please check with your housing association representative or the person responsible for workplace parking permits.

- **1**. Open eParking.
- 2. Navigate to Menu.
- 3. Ensure that you are logged-in with the correct email address. If you are applying for a parking permit for your workplace, you must be logged-in with your work email.
- 4. Select Private Monthly Parking.
- 5. Click Submit Application.
- 6. Search for the private contract area by address or city, or locate it manually on the
- 7. map. The system will display all contract areas available in the selected location. Choose the correct company from the drop-down menu and click Continue.
- 8. Select your user group (e.g., resident or employee).
- 9. Submit your application. You will receive an email confirmation once your application has been approved.



# How to reserve a parking space in private contract areas

You must have an approved and valid parking contract for a private parking area before making a reservation for a parking space or a charging/heating device. You can check your contract status under the Reservations tab in the app.

- **1**. Open eParking.
- 2. Click the calendar icon to switch the front-page map to the monthly parking view.
- 3. Search for the private contract area by address or city, or locate it manually on the map. The system will display parking areas where you can reserve a space.
- 4. Move the indicator to your chosen parking area.
- 5. Click Select to proceed.
- 6. Choose your parking space type:
  - Unnamed space Park in any available spot within the area.
  - eTolppa space Includes a charging or heating device.
- 7. Select your contract start date.
- 8. Choose between a continuous or fixed-term contract.
- 9. Pick your billing interval.
- **10.** Enter your phone number and your car's registration number(s). Click Next.
- **11.** Review your information and read and accept the Terms and Conditions.
- **12.** Click Confirm to complete your reservation.

