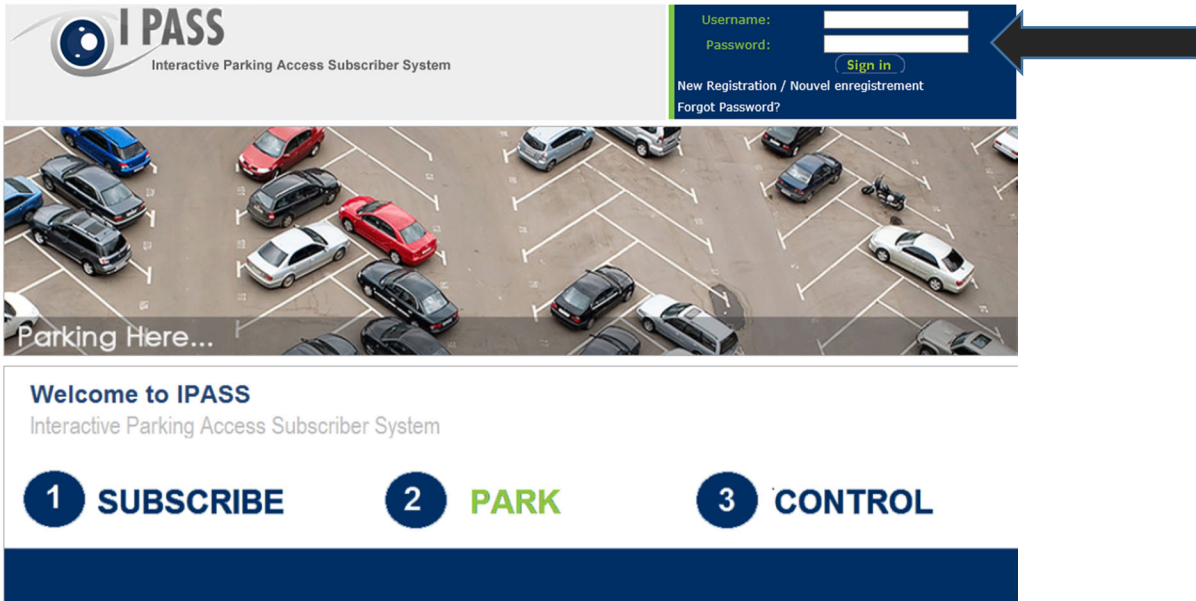


# IPASS LOGIN FOR RESIDENTIAL PERMIT PROGRAM

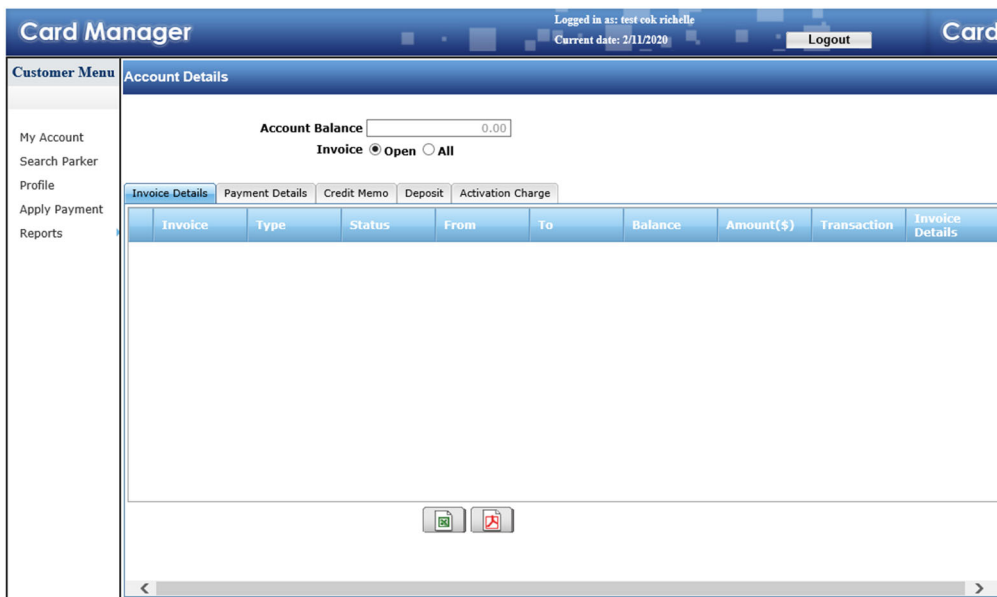


Step 1. Visit [www.ipass.precisrd.com/clientlogin](http://www.ipass.precisrd.com/clientlogin). Preferred browser is internet explorer.

Step 2. In the **Username** field, type in the username provided to you by the City of Kamloops.

Step 3. In the **Password** field, type in the password provided to you by the City Of Kamloops

Step 3. Click **Sign In** below the password field



## **IPASS LOGIN FOR RESIDENTIAL PERMIT PROGRAM**

Step 4. On the left hand side, click the option **Search Parker**

Step 5. In the **Card/Hangtag** field, enter your hangtag and click the magnifying glass to the right of the box. All four numbers have to be in there. (i.e. 0100)


Card Manager Logged in as: test cok richelle  
Current date: 2/11/2020 [Logout](#)

**Customer Menu**

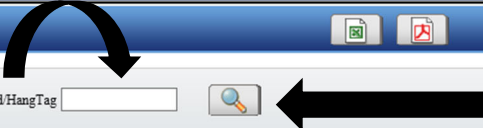
- My Account
- Search Parker**
- Profile
- Apply Payment
- Reports

**Search Parker**

Search Parker

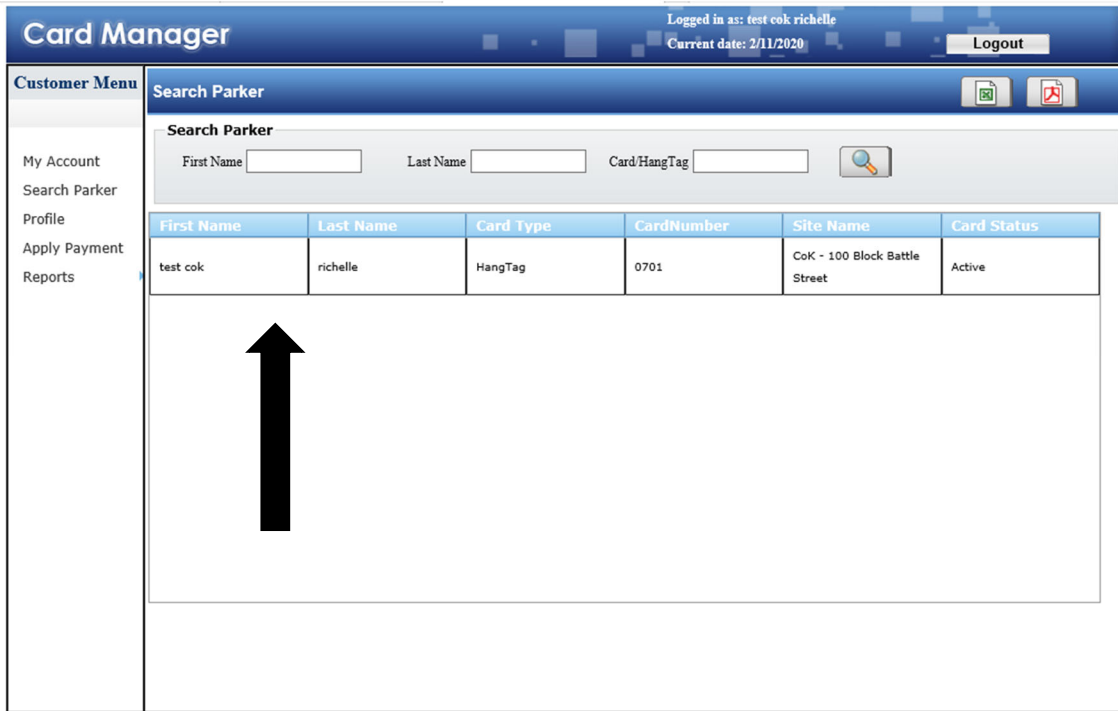
First Name  Last Name  Card/HangTag  

First Name	Last Name	Card Type	CardNumber	Site Name	Card Status
test cok	richelle	HangTag	0701	CoK - 100 Block Battle Street	Active



## IPASS LOGIN FOR RESIDENTIAL PERMIT PROGRAM

Step 6. The page will display a list of details associated with that hangtag number. Double click the field with your information in it to open the details.



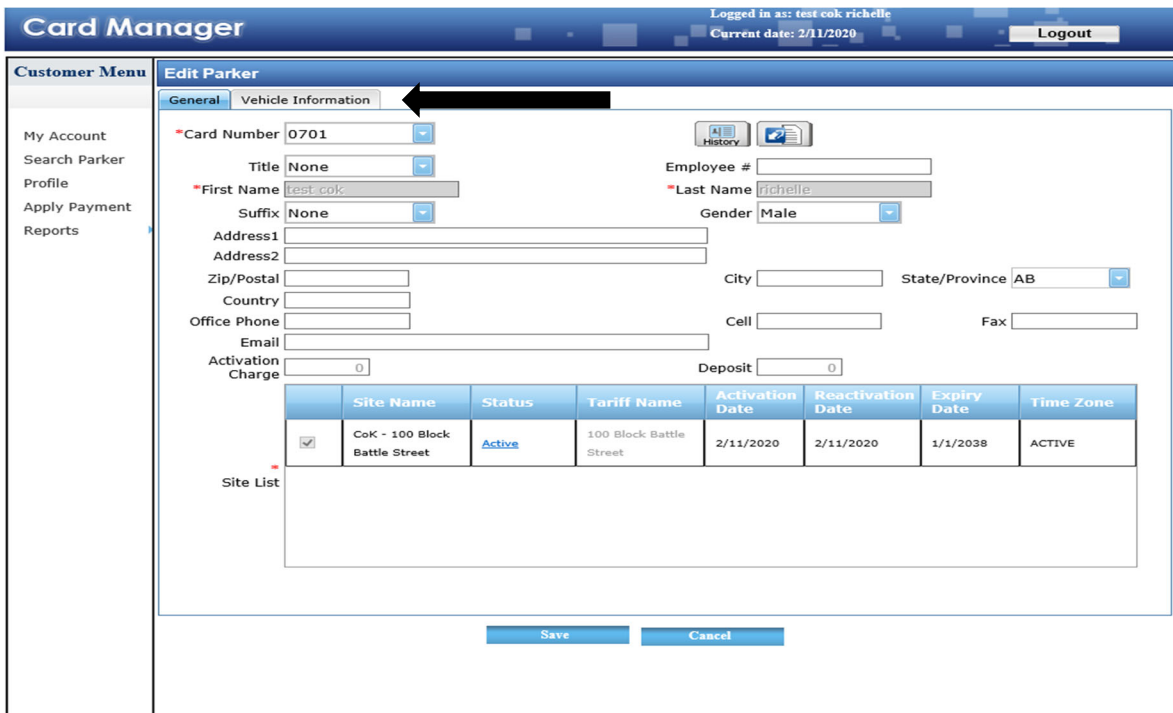
The screenshot shows the 'Card Manager' interface. At the top, it says 'Logged in as: test cok richelle' and 'Current date: 2/11/2020'. There is a 'Logout' button. On the left is a 'Customer Menu' with options: My Account, Search Parker, Profile, Apply Payment, Reports. The main area is titled 'Search Parker' and contains search fields for 'First Name', 'Last Name', and 'Card/HangTag'. Below these is a table with the following data:

First Name	Last Name	Card Type	CardNumber	Site Name	Card Status
test cok	richelle	HangTag	0701	CoK - 100 Block Battle Street	Active

A large black arrow points upwards from the bottom of the table towards the search fields.

Step 7. At the top there are two fields General and Vehicle Information.

Click Vehicle Information



The screenshot shows the 'Card Manager' interface in 'Edit Parker' mode. At the top, it says 'Logged in as: test cok richelle' and 'Current date: 2/11/2020'. There is a 'Logout' button. On the left is a 'Customer Menu' with options: My Account, Search Parker, Profile, Apply Payment, Reports. The main area is titled 'Edit Parker' and has two tabs: 'General' and 'Vehicle Information'. A black arrow points to the 'Vehicle Information' tab. The form contains the following fields:

- Card Number: 0701
- Title: None
- Employee #: [empty]
- First Name: test cok
- Last Name: richelle
- Suffix: None
- Gender: Male
- Address1, Address2, Zip/Postal, Country, Office Phone, Email, Activation Charge, Deposit: [empty]
- City, State/Province: AB
- Cell, Fax: [empty]

Below the form is a table with the following data:

	Site Name	Status	Tariff Name	Activation Date	Reactivation Date	Expiry Date	Time Zone
<input checked="" type="checkbox"/>	CoK - 100 Block Battle Street	Active	100 Block Battle Street	2/11/2020	2/11/2020	1/1/2038	ACTIVE

At the bottom of the form are 'Save' and 'Cancel' buttons.

## **IPASS LOGIN FOR RESIDENTIAL PERMIT PROGRAM**

Step 8. Double click in the field where it says **Licence Plate**. Enter the new licence plate, or if it is visitor, then type in "VISITOR".

Card Manager

Logged in as: test cok richelle  
Current date: 2/11/2020 Logout

Customer Menu

Edit Parker

General Vehicle Information

Vehicle	Make	Model	Color	Year	License Plate	VIN
Primary	Select Make	Select Model	Select Color	Select Year	123QWE	Enter VIN

+ -

Save Cancel

Step 9. Click **Save** at the bottom of the screen. A message will appear that says it has updated successfully

If you have any problems, would like more information or help, please feel free to contact me directly.