

Office of Finance and Administration

Environmental Health & Public Safety Division Transportation Department

transportation.ncsu.edu

2721 Sullivan Dr. Administrative Services I Campus Box 7221 Raleigh, NC 27695-7221 P: 919.515.3424 F: 919.515.7650

## **How To Obtain Your VIRTUAL Event Permit**

- 1. Visit Go.ncsu.edu/EventParking
- 2. Ensure you are logged out of your parking account.
- 3. Select "Purchase Event Permit"
- 4. Agree to the Terms of Service
- 5. Select "Graduation"
- 6. Select 5/22 Knightdale High School Graduation
- 7. When prompted, enter **Graduate2024** as the Event Voucher Code. The code is case-sensitive and must be entered exactly as shown. Select Apply Voucher.
- 8. Select an available Permit Type (this will populate above the voucher code field in the gray box).
- 9. Select/Confirm your parking dates. Select Confirm.
- 10. Select the Location
- 11. Select "Add Vehicle". Enter vehicle license plate, state, year, make, and model. Review information entered for accuracy and select Add.
- 12. Enter name and phone number. Select Confirm.
- 13. Select Continue.
- 14. Enter email address and billing information.
- 15. Review information. Select Checkout.

Remember, the permit is virtual, your license plate is your permit. Permit is valid only for the vehicle entered. Permit is not valid in pay-by-plate locations. Do not back-in or pull-through to park without a front plate. License Plate must face traffic lane.

For assistance please call the Transportation Office at 919-515-3424.

Event Permits are non-refundable.

See map attached, please enter the parking deck via Jensen Dr or Jeter Drive. DO NOT park in the pay lot

## NC STATE UNIVERSITY TRANSPORTATION

## Coliseum Deck

