


Register

Visit <https://www.thepermitportal.com> . Enter your information in the fields below and accept the Terms & Conditions. Continue to [Submit](#). Once you submit you will receive an email to verify your email and continue to login.



Home Check Status Login **Register**

USER INFORMATION ?

First Name :	<input type="text" value="First Name"/>	Last Name :	<input type="text" value="Last Name"/>
Home Address :	<input type="text" value="Enter a location"/>	Language :	<input type="text" value="English"/>
Email :	<input type="text" value="(858) 218-0279"/>	Mobile :	<input type="text" value="(XXX)XXX-XXXX"/>
Email address will be assigned as the Username		Confirm Email :	<input type="text" value="Confirm Email"/>
Password :	<input type="password" value="*****"/>	Confirm :	<input type="text" value="Confirm Password"/>

VEHICLE(S) ?

After adding or updating vehicles, please click on the [Save](#) button below to save your changes.

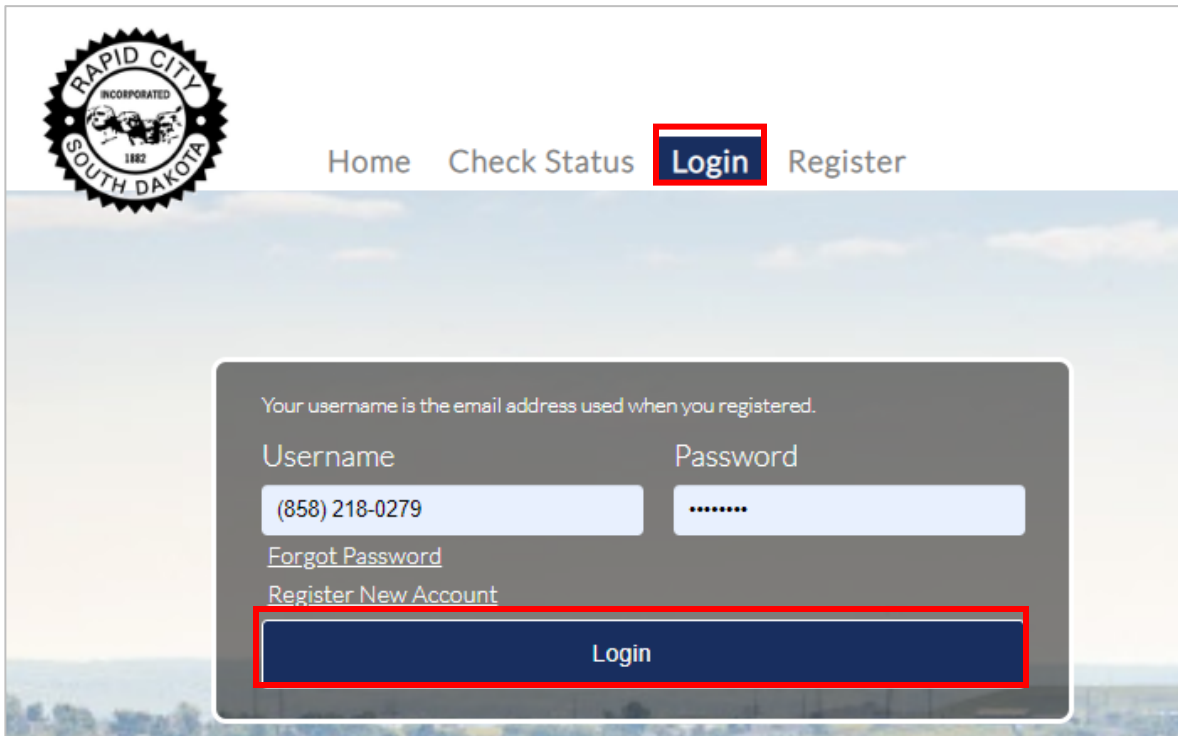
TERMS & CONDITIONS ?

I have read/agree with the [terms and conditions](#).

Login

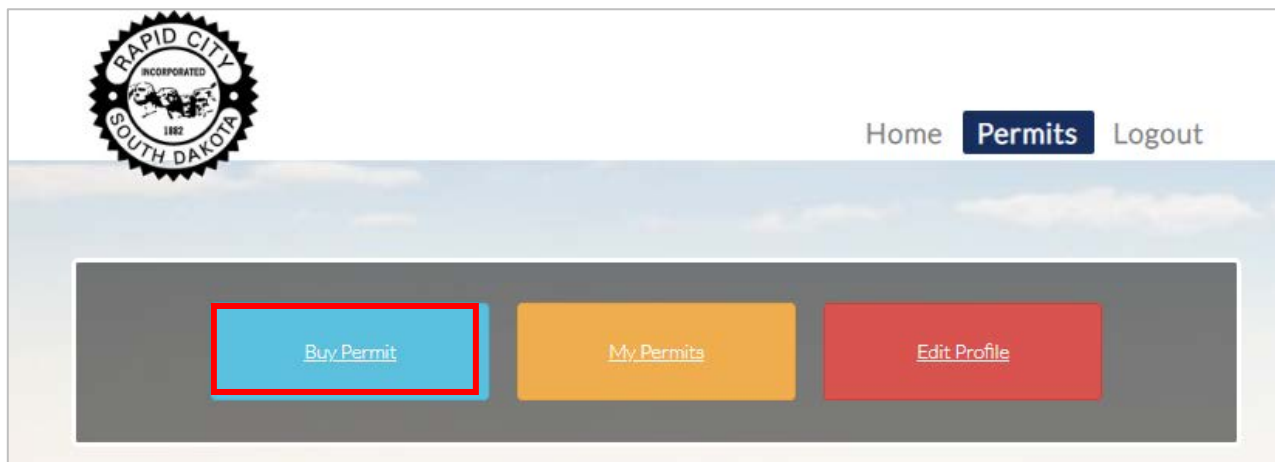
Once you have completed your registration, login using **your email address as the User Name** and enter the password you created during registration.

<https://www.thepermitportal.com>



The screenshot shows the login page of the Rapid City South Dakota permit portal. In the top left corner is the city seal. The navigation menu includes 'Home', 'Check Status', 'Login' (highlighted with a red box), and 'Register'. The main content area features a dark grey login box with the text 'Your username is the email address used when you registered.' Below this are two input fields: 'Username' containing '(858) 218-0279' and 'Password' with masked characters. There are links for 'Forgot Password' and 'Register New Account'. A dark blue 'Login' button is highlighted with a red box at the bottom of the login box.

Once logged in select **Buy Permit**.



The screenshot shows the user dashboard after logging in. The navigation menu now includes 'Home', 'Permits' (highlighted with a dark blue box), and 'Logout'. The main content area features a dark grey bar with three buttons: 'Buy Permit' (highlighted with a red box), 'My Permits', and 'Edit Profile'.

Permit Application

On the following screen under **Select Location** choose the location that you would like to purchase a permit for from those available on the dropdown list. (The map will appear once you select any location).

Choose the Tentative Start Date. If you would like to purchase a permit for a future month select the first day of that month from the calendar. If you are applying for the current month you can leave the Tentative Start Date as the current date of when the submitting your application. Once you have made your Start Date selection continue to **Buy**.

CHECK AVAILABILITY ?

Select location to check permit availability.

Select Location
Zone 1 (600 Apolda) ▼

Zone Available

Downtown Rapid City Parking Areas
Created 4/2019

Legend

- # Zone
- Lots
- 2 Hour Parking
- Metered Parking

Please Select A Permit Tentative Start Date: 05/06/2019

DESCRIPTION	DURATION	PRICE	ACTION
Monthly Permit	End Of Month	30.00	Buy ?
Quarterly Permit	End of Quarter	90.00	Buy
Semi-Annual Permit	Semi-Annual	180.00	Buy
Annual Permit	End Of Year	360.00	Buy
Daily Permit (WEEKDAYS ONLY)	days	7.00	Buy
Daily Construction Permit (WEEKDAYS ONLY)	days	10.00	Buy

Complete the permit application below by entering all fields listed as well as selecting the vehicle that you would like to purchase the permit for. Upload any required documents at the end of the application under Document Information and **Submit**. A letter or support is a message from your landlord or employer, confirming that the company does not offer off-street parking that is available to you.

If you would like to have your permit **autorenew** each month select the Auto Payment checkbox. Once you submit your application & pay be sure to return to Edit Profile on the main menu to update your credit card on file for the autorenewal.

PURCHASE NEW PERMIT ?

Location: Daytime Employee Monthly Permit | Permit Type: Employee Permit

Permit Sub Type: Daytime Employee | Date: 1/18/2019

Application Type: Select | Actual Cost: \$ 5

Number of Permits: 1

Auto Payment

By checking this box you are authorizing the City of Paso Robles to charge your credit card for the above permit renewal.

ADDRESS - EMPLOYEE PERMITS add your business name and address.

Show 5 records

Select	Address	Phone Number	Type	Action
<input checked="" type="checkbox"/>	1750 Lundy Ave , San Jose, California, US 95101		Home Addr...	

1 - 1 of 1 records

+ ADD ADDRESS - select plus sign to add address

VEHICLE INFORMATION ?

Show 5 records

Select...	Primary	License	Color	Make	Model	Year	State	Decal No.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	TEST456	Black	Toyota	Tacoma	2005	California	0106
<input type="checkbox"/>	<input checked="" type="checkbox"/>	123TEST	Red	Toyota	Camry	2017	California	

1 - 2 of 2 records

+ ADD VEHICLE - select plus sign to add vehicle

DOCUMENT INFORMATION

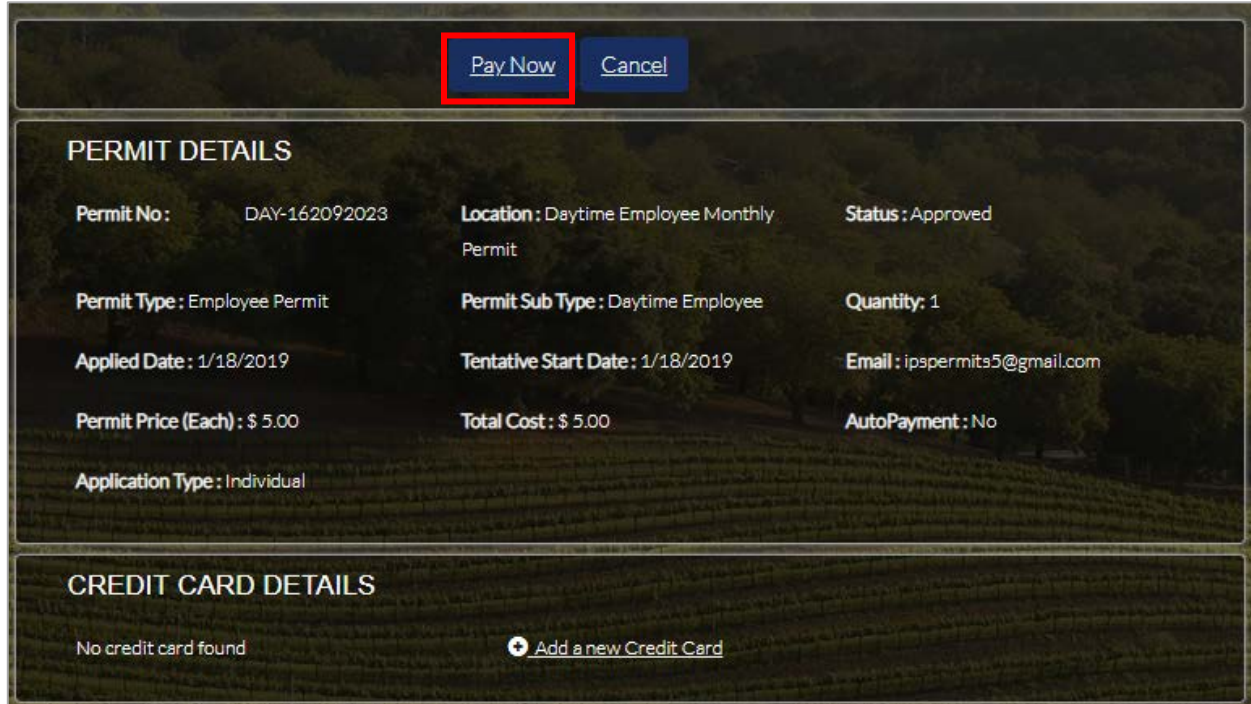
Show 10 records

Proof Type	Required	Document Required	Document Path
Proof of Employment	Yes	Proof of Employment	<input type="button" value="Choose File"/>

1 - 1 of 1 records

Pay

Continue to the Permit Details page to **Pay Now**. If Pay Now is not available this means that the City will need to approve the permit application before payment can be made (you will receive an email once the permit is approved for you to continue to submit payment).



The screenshot displays a payment interface with a dark background. At the top, there are two buttons: 'Pay Now' (highlighted with a red border) and 'Cancel'. Below this is a section titled 'PERMIT DETAILS' containing the following information:

Permit No: DAY-162092023	Location: Daytime Employee Monthly Permit	Status: Approved
Permit Type: Employee Permit	Permit Sub Type: Daytime Employee	Quantity: 1
Applied Date: 1/18/2019	Tentative Start Date: 1/18/2019	Email: ipspermits5@gmail.com
Permit Price (Each): \$ 5.00	Total Cost: \$ 5.00	AutoPayment: No
Application Type: Individual		

Below the permit details is a section titled 'CREDIT CARD DETAILS' with the text 'No credit card found' and a button with a plus icon and the text 'Add a new Credit Card'.

Enter your credit card details below and **Submit Payment**. If you already have a credit card on file, that card will be charged when you select Pay Now.

Check Out Summary

Description	Agency	Amount Due
Daytime Employee	City of Paso Robles	\$5.00


Subtotal	\$5.00
Processing Fee	\$0.00
Total	\$5.00

Payment Information

Amount

5.00 \$

First Name

First Name 

Last Name

Last Name 

Card Number

Card Number 

Card Expiry

MM YYYY

Card CVV

Card CVV 

Submit Payment

Transaction Completed

Once payment is processed, the Permit Details page below will display providing the **transaction details**.

PERMIT DETAILS ?

Permit No : DAY-162082023	Location : Daytime Employee Monthly Permit - 1000 Spring Street, Paso Robles, CA, USA	Status : Paid
Permit Type : Employee Permit	Permit Sub Type : Daytime Employee	Email : ipspermits5@gmail.com
Applied Date : 1/18/2019	Quantity : 1	Permit Price (Each) : \$ 10.00
Total Cost : \$ 10.00	AutoPayment : No	Application Type : Individual
Start Date : 1/18/2019	End Date : 1/31/2019	
Transaction ID : 901776069620111	Transaction Amount : \$ 10.00	Transaction Date : 1/18/2019

If for any reason you need to return to the application you submitted you can select **Permits** on the top right corner to return to the main menu and select **My Permits**.



Home **Permits** Logout

[Buy Permit](#)

[My Permits](#)

[Edit Profile](#)

Chat



If you need any assistance while completing your application look for the **Chat** icon on the left bottom corner of your screen and send us your questions.

Feel free to contact us via phone or email:

Toll free (877) 224-7838

Email: Permits@thepermitportal.com