

# HOW TO USE A PAY STATION

Follow the instructions on screen before making payment.

1

Tap the green check mark to “wake up” the screen if it is blank.



Payment options  
Coins  
Credit Card  
Tap Cred/Debit Card

PRESS  TO BEGIN

2

Enter your license plate using the keypad.

Note: Alberta does not recognize the letter “O” on a plate. It is always the number “0” (zero).

Enter Plate Number

See signs for restrictions

Confirm    Cancel

3

Tap the green checkmark to confirm your licence plate is correct.



Enter Plate Number

See signs for restrictions

Confirm    Cancel

4

Enter the zone number you are parked in.

This is a 4-digit number indicated on the parking signs near where the vehicle is parked (on-street).

Enter Zone Number

See signs for restrictions

Confirm    Cancel

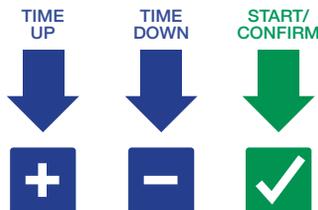
Tap the green checkmark to confirm.



5

Set the time required using the blue + and - buttons.

Tap the green checkmark to confirm.



6

Make payment, using coins, card or tap.

Plate No. **ABC123**  
Insert card, leave in until transaction is complete OR Tap credit/debit below

Amount: **\$1.00**  
Will be charged to your card

Expiry: **8:55 am**

You will be issued a receipt.

You **DO NOT** have to return to your vehicle to place the receipt on your dashboard, but we recommend keeping it as proof of payment.



## Need help?

City of Red Deer  
reddeer.ca/Parking  
403-342-8185  
cityparking@reddeer.ca  
City Hall, Main Floor

HotSpot  
1-855-712-5888  
support@htsp.ca