



Dear Guest,

Our parking has recently changed and we wanted to update you on our new system! We will no longer be handing out the parking tickets. Below are the instructions for our new parking.

#### Group Parking with preferred rates:

1. Have your license plate number available and enter it in the parking Kiosk machine located outside the entrance doors in the parking garage.
2. Select number 5 “other options”
3. Select Event/Group name
4. Your group parking will come up and they will ask for payment. (If paying cash machine will only accept exact change)
5. Insert payment and have an Excellent Day!

#### Hourly Parking:

1. Have your license plate number available and enter it in the parking Kiosk machine located outside the entrance doors in the parking garage.
2. Select numbers 1-4 depending on the amount of hours you will be staying.
3. The charge for the parking will come up and they will ask for payment. (If paying cash machine will only accept exact change)
4. Insert payment and have an Excellent Day!

#### Overnight Parking:

1. Have your license plate number with you and take it to the front desk. Overnight parking will be charged to the guest room.

Thank you,  
Hotel Representative

