



# Using the PayMyPark App in Lower Hutt

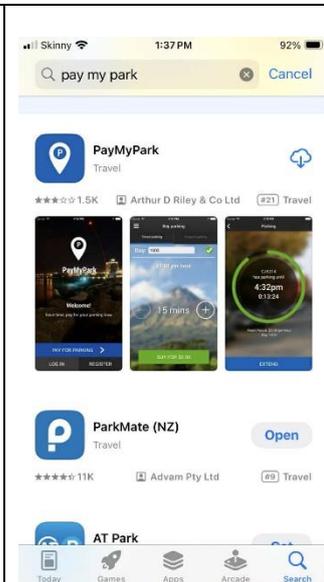
**Step-by-step guide to paying for parking from your phone with credit or debit card**

## Where PayMyPark works

PayMyPark is used in Lower Hutt and 15 other cities including Wellington and Porirua. Always double-check that you've selected the correct city and council before confirming your payment.

### Step 1: Download the app

Go to the App Store or Google Play and search for "PayMyPark". Download and install the app on your smartphone.



### Step 2: Sign up or log in

Open the app. If you're new, sign up using your email and create a password. If you already have an account, just log in.

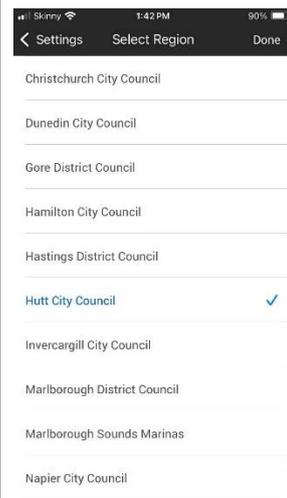


### Step 3: Select your council

This step is important.

Make sure you select **Hutt City Council** when starting your parking session.

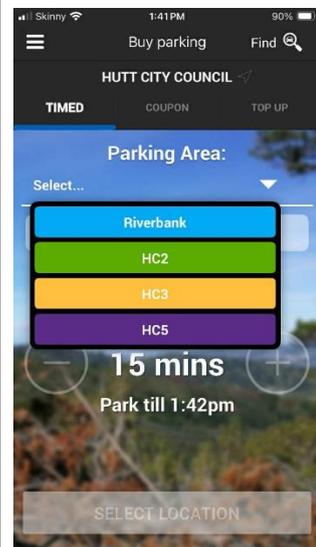
If you're already set up for another council area, tap the three bars on the top left of the home screen, select "settings" and change "region".



### Step 4: Find your parking zone

You can do this two ways:

- Look for the parking sign near your vehicle to see what zone you're in and select the correct zone from the drop-down menu,



or

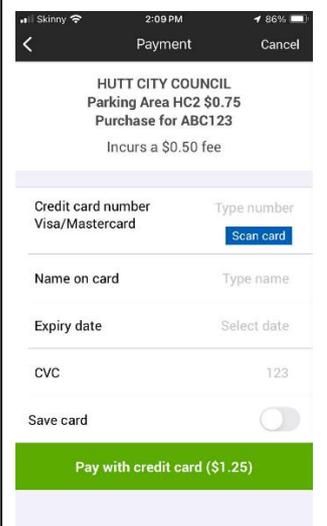
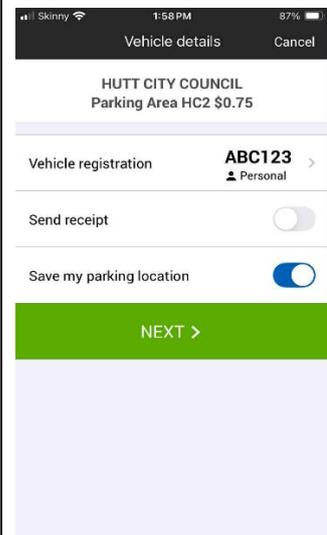
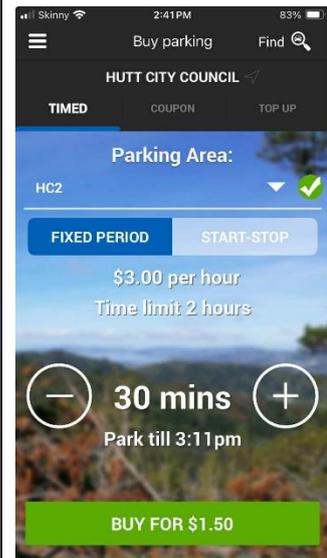
- Tap "Find" in the top right of the screen and use the map in the app to find your location and parking zone.



## Step 5: Enter your details and start your session

Enter the following:

- Tap plus and minus signs to select how long you plan to park
- Tap green 'buy' bar
  
- Check the vehicle registration (license plate) is correct or tap to add a new plate number
- Tap green 'next' bar
  
- Select to pay with a credit/debit card or funds loaded onto your account. Then tap **Start** to begin your parking session.



## Step 6: Manage your session

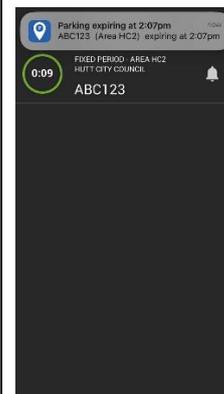
If you need more time, you can extend your session directly from the app.

If you're leaving early, tap **Stop** and you'll only be charged for the time you've used.



## Step 7: Get reminders

The app will send you a notification when your parking is about to expire. This gives you the chance to extend your time if you haven't already reached the maximum time limit in that zone.



## Step 8: Save your details

For faster use next time, you can:

- Save multiple license plates – “my vehicles” in settings
- Choose to top up your balance or pay as you go

