

CARROLL INDEPENDENT SCHOOL DISTRICT
PAY TO PARK
PARKING PERMITS / RESERVED PARKING SPOT

Reserved Parking # _____

**Students will purchase their parking permit at the same time they purchase their reserved spot. Permits are \$150.00; Reserved Spot is \$50.00. (*Your parking permit number is the same number as your reserved parking spot.*)

Enter the following site in your browser to begin your online payment process.

SAC lot- <https://tickenracker.com/SelectSection.aspx?eventId=123882>

Auditorium lot- <https://tickenracker.com/SelectSection.aspx?eventId=123879>

Follow the steps below to reserve and pay for your selected parking spot.

1. Choose your area from the "Section Group" drop down menu
Auditorium
SAC
2. Choose the same choice from the "Section" drop down menu
3. Click "Find Tickets"
4. Click "Select Your Own Seats" located at the top right of the box
5. In "Select Section", choose your section group again from the drop down menu. This should load a map of the parking spots in that section.
6. Hover over the dots until you find the one with your spot number then click on it. The dot should turn green.
7. Click "Select Seats" on the bottom right of the box
8. Verify that your "Seat" matches your spot number then under "Tickets" select Permit & Reserved Spot
9. Click "Purchase Tickets"

10. Enter your ID number (no S) and last name then click "Verify". It will verify that you are a member of that group and should take you to a screen to start checking out.
11. You will need the following information to complete the check-out procedure:
 - a. Student ID number, Name and Next Year's Grade (for the 2018-2019 school year)
 - b. Drivers License Number
 - i. **If you only have a permit at this time**, the first two digits needs to be the month you will receive your DL followed by 4 zeros- for example: if I am going to receive my DL in July; I will enter "070000" as my drivers license number
 - c. Vehicle Make, Model, Color & License plate number
 - d. Insurance Companies Name
12. Click "Check Out"
13. This will take you to the payment portion. Click "Credit Card" and then enter your credit card information. Once finished, click "Purchase" and you should get a confirmation of the purchase. Either print this page out or take a picture with your phone. You will need it to pick up your parking sticker.

****PRINT A COPY OF YOUR CONFIRMATION:** The confirmation can be a hard copy or a picture on your phone. This is for your records as well as proof of purchase.

Now what...

****PICKING UP MY PERMIT:** Once you have purchased your parking permit and/or reserved spot on-line. **You MUST bring the following to the front office:**

- 1) **confirmation of purchase**
- 2) **valid/current driver's license**
- 3) **current vehicle insurance**

At this time we will give you your parking permit.

*****NOTE:** Reserved parking permits is the same number as your reserved spot number.

****WHERE DO I PUT MY PERMIT ON MY CAR?** The permit must be permanently affixed inside the front windshield on the passenger side.

Parking lot rules must be followed or parking privileges may be withdrawn with no refund. Carroll ISD is not responsible for damage, theft, or vandalism to any vehicle driven or parked on all CISD property, including students who have purchased a parking permit issued by CISD. All drivers parking on CISD property do so at their own risk.

Student drivers must be aware they will be held responsible for any prohibited items that may be in their vehicle while on District property and subject to the CISD Student Code of Conduct, as well as any applicable federal, state, or City of Southlake laws regarding items that are prohibited on CISD school property.

YOUR PERMIT # IS YOUR RESERVED SPOT #

DIRECTIONS FOR PAINTING YOUR RESERVED SPOT

1. If the reserved spot you purchased has already been painted, you have the option of leaving it the way it is or painting over it.
2. You may only paint within your reserved spot – do not paint on dividing lines.
3. You cannot paint on the curb.
4. All designs are subject to administrative approval.
5. ***YOUR PARKING SPOT NUMBER MUST BE VISIBLE***
(paint around it)
6. **Don't leave any paint cans, brushes, or rags lying around or get paint outside of your parking spot.**
7. Violation of any of these rules may result in the loss of your reserved spot without any refund.
8. **You may begin to paint your spot any time between June 4th – August 8th.**
9. **ALL paint cans, cones, brushes, etc. MUST be picked up by AUGUST 8th!**
10. ***EXTRA PAINT can be donated to the Art Department in exchange for COMMUNITY SERVICE HOURS. Paint drop-off at the door of the art building***
11. Other than that, have fun with your space, be creative, and make it your own!