



Monthly Parking
701 Market Street
Suite 5400
Philadelphia, PA 19106

October 18, 2021

Dear Valued Monthly Patron,

We would like to welcome you to the Philadelphia Parking Authority Monthly Parking program. You will receive an email in the next seven to ten days. The email will provide your customer code which is needed for the online payment system. Please do not try to login before the 19th of the following month. Next time a payment is due, you can visit our website www.philapark.org and click on the Monthly Parking Payment icon or visit <https://tdbank.billeriq.com/ebpp/PPA>. You will receive an automatic email receipt for your records. You will have the option to enroll. Benefits of enrolling include bill notifications by email and the opportunity to sign up for Auto Pay via check or credit card.

Please review the login instructions on the next page. We're excited to say goodbye to our old billing ways and welcome a more efficient system that saves our customers' time. Please let us know if you have any questions and have a great day!

Thanks,

The Philadelphia Parking Authority
Revenue Control Department
Monthly Parking



Monthly Parking Online Payment Instructions

No more paper, no more stamps, no more dropping off or visiting the office to make a payment, and no more headaches!

Completing an Online Payment

1. To login visit www.philapark.org and go to the Garages page and select Monthly Parking Payment Portal or <https://tdbank.billeriq.com/ebpp/PPA/>.
2. Select the Guest Payment option.
3. Customer Number is the code on your invoice for example PPA01.
4. The billing zip code must match the address where the invoices are sent each month.

EN | ES | FR | CA

PPA Home

LOGIN GUEST PAYMENT

Welcome to the Monthly Parking Payment Portal

Customer Number

Billing Zip Code

Guest Payment

Continue as a Guest

Make a one-time payment or enroll today to set up your secure user name and password, view and pay bills, and see your account status and payment history.

Enroll

ENROLL NOW FOR ONLINE ACCESS

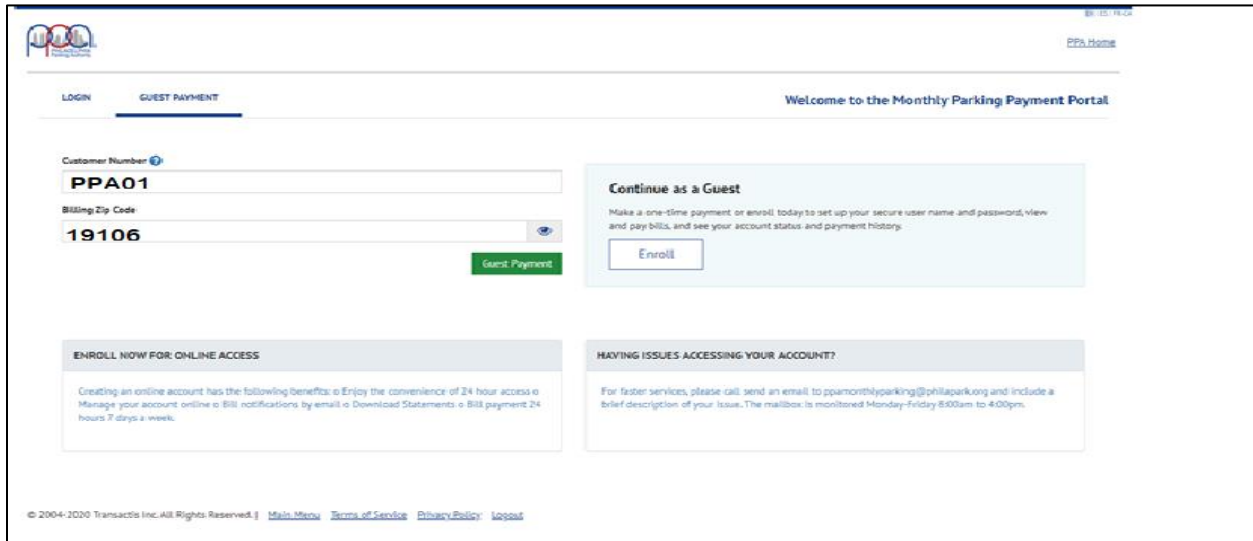
Creating an online account has the following benefits:
o Enjoy the convenience of 24 hour access
o Manage your account online
o Bill notifications by email
o Download Statements
o Bill payment 24 hours 7 days a week.

HAVING ISSUES ACCESSING YOUR ACCOUNT?

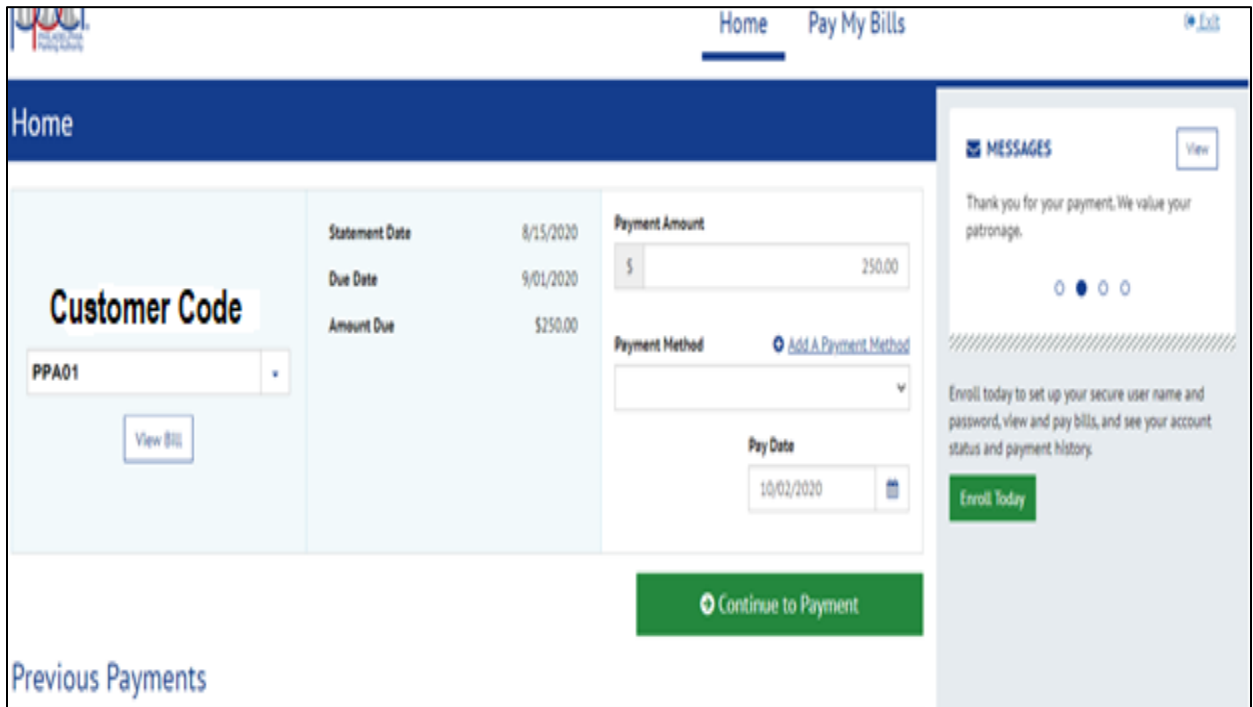
For faster services, please call send an email to ppamonthlyparking@philapark.org and include a brief description of your issue. The mailbox is monitored Monday-Friday 8:00am to 4:00pm.

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PPA Monthly Parking Online Payment Instructions October 2020



5. Once you login, you will see your Customer Code. This confirms that you are making a payment for your account. You will also see the amount due.



6. To make your payment select to add a Payment Method.

The screenshot shows the 'Home' page of the PPA online payment system. At the top, there are navigation links for 'Home' and 'Pay My Bills', and an 'Exit' button. The main content area is divided into several sections. On the left, there is a 'Customer Code' field with the value 'PPA01' and a 'View Bill' button. In the center, there is a table with the following information: Statement Date: 8/15/2020, Due Date: 9/01/2020, and Amount Due: \$250.00. To the right of this table, there is a 'Payment Amount' field with a value of \$250.00 and a 'Payment Method' dropdown menu. A white arrow points to the 'Payment Method' dropdown. Below the dropdown is a 'Pay Date' field with the value 10/02/2020. At the bottom of the main content area, there is a green 'Continue to Payment' button. On the right side of the page, there is a 'MESSAGES' section with a 'View' button and a message: 'Thank you for your payment. We value your patronage.' Below this, there is an 'Enroll Today' button and a link to 'Add A Payment Method'.

7. Once you select Payment Method, the Add a Payment Method screen will appear.

8. Select the payment method and enter your information.

The screenshot shows the 'Add A Payment Method' screen. The title is 'Add A Payment Method' and there is a close button (X) in the top right corner. Below the title, there is a subtitle: 'Choose your preferred payment method to pay your bills.' There are two main options, each with an icon and a right-pointing arrow: 'BANK ACCOUNT' with a bank building icon, and 'CREDIT OR DEBIT CARD' with a credit card icon.

9. Once the information has been saved, you will return to the Home page.

10. Your payment will appear in the Payment Method Field.

- 11. Select your pay date.
- 12. Then proceed to Continue to Payment.

- 13. The Continue to Payment button will take you to the Verify Payment screen.

- 14. Please read the Terms and Conditions.
- 15. Type in your email address.
- 16. Check the Box that says you agree to the Terms and Conditions.
- 17. Select Make Payment.

Verify Payment

PAYMENT SUMMARY

1 Bill \$250.00

Payment Method: BANK, NATIONAL ASSOCIATION

Payment Date: 10/02/2020

Payments confirmed before Friday, October 02, 2020 5:00 PM ET will be posted on Monday, October 05, 2020. Payments confirmed after Friday, October 02, 2020 5:00 PM ET will be posted on Tuesday, October 06, 2020.

Customer Name: Philadelphia Parking Authority

Email: [Red Arrow]

By checking this box you agree to the terms and conditions stated above.

By clicking the **Pay** button I, PPA, confirm that today, Friday October 02, 2020, I am authorizing a one-time debit from my Checking account ending in ****3456 with routing number ****6150 in the amount of \$250.00 USD to be remitted to THE PHILADELPHIA PARKING AUTHORITY. This debit will occur on or after Monday October 05, 2020.

Payments confirmed before Friday, October 02, 2020 5:00 PM ET will be posted on Monday, October 05, 2020. Payments confirmed after Friday, October 02, 2020 5:00 PM ET will be posted on Tuesday, October 06, 2020.

If you have any questions regarding this transaction, or want to cancel or revoke your authorization for this transaction, please call 215-683-9687.

Make Payment [Red Arrow]

- 18. A Payment Confirmation will appear. It confirms that your payment has been completed and provides a confirmation number. You can print the confirmation page. The receipt will also be emailed to you.

Confirmation

Thank You! Your payment has been made.

[Print Confirmation Page](#)

| | |
|-----------------------|---------------------------------|
| Payment Date | 10/02/2020 |
| Payment Method | , NATIONAL ASSOCIATION ****3456 |
| Total Payment | \$250.00 |

Philadelphia Parking Authority
701 Market Street
Philadelphia, PA 19106

You have been provided a confirmation number. Please save this page for your records.

Payments confirmed before Friday, October 02, 2020 5:00 PM ET will be posted on Monday, October 05, 2020. Payments confirmed after Friday, October 02, 2020 5:00 PM ET will be posted on Tuesday, October 06, 2020.

If you have any further questions about payments to THE PHILADELPHIA PARKING AUTHORITY, please contact our office at 215-683-9687.

| Description | Reference Number | Confirmation # | Payment Amount | Number of Bills |
|-----------------|------------------|----------------|----------------|-----------------|
| 10th and Ludlow | PPA01 | 3103626143 | \$250.00 | 1 |

[Enroll With Your Current Information](#) [Return to Home](#) [Log Out](#)

Enrolling Option 1

1. Enrolling is simple. You can Enroll on the main screen by selecting Guest Payment and Enroll. Then follow the instructions 2-14 below.

The screenshot shows the 'GUEST PAYMENT' section of the PPA Monthly Parking Payment Portal. At the top, there are navigation links for 'LOGIN' and 'GUEST PAYMENT', with 'GUEST PAYMENT' being the active tab. A 'Welcome to the Monthly Parking Payment Portal' message is displayed on the right. Below the navigation, there are two input fields: 'Customer Number' and 'Billing Zip Code'. A green 'Guest Payment' button is positioned below the 'Billing Zip Code' field. To the right of these fields is a light blue box titled 'Continue as a Guest' with the text: 'Make a one-time payment or enroll today to set up your secure user name and password, view and pay bills, and see your account status and payment history.' Inside this box is a white 'Enroll' button. Below the 'Continue as a Guest' box, there are two informational boxes: 'ENROLL NOW FOR ONLINE ACCESS' and 'HAVING ISSUES ACCESSING YOUR ACCOUNT?'. At the bottom of the page, there is a copyright notice: '© 2004-2020 Transact's Inc. All Rights Reserved.' and links for 'Main Menu', 'Terms of Service', 'Privacy Policy', and 'Logout'.

Enrollment Option 2

1. At the bottom of the payment confirmation page, please select Enroll with your Current Information.

The screenshot shows the 'Confirmation' page of the PPA Monthly Parking Payment Portal. At the top, it says 'Confirmation'. Below that, it says 'Thank You! Your payment has been made.' There is a 'Print Confirmation Page' button. To the right, there is a payment summary table:

| | |
|----------------|----------------------------------|
| Payment Date | 10/02/2020 |
| Payment Method | , NATIONAL ASSOCIATION *****3456 |
| Total Payment | \$250.00 |

Below the payment summary, there is contact information for the Philadelphia Parking Authority: 701 Market Street, Philadelphia, PA 19106. A message states: 'You have been provided a confirmation number. Please save this page for your records.' Below that, it says: 'Payments confirmed before Friday, October 02, 2020 5:00 PM ET will be posted on Monday, October 05, 2020. Payments confirmed after Friday, October 02, 2020 5:00 PM ET will be posted on Tuesday, October 06, 2020.' At the bottom, it says: 'If you have any further questions about payments to THE PHILADELPHIA PARKING AUTHORITY, please contact our office at 215-683-9687.' Below this text is a table of payment details:

| Description | Reference Number | Confirmation # | Payment Amount | Number of Bills |
|-----------------|------------------|----------------|----------------|-----------------|
| 10th and Ludlow | PPA01 | 3103626143 | \$250.00 | 1 |

At the bottom of the page, there is a red arrow pointing to the 'Enroll With Your Current Information' link, along with 'Return to Home' and 'Log Out' links.

2. When you select the Enrollment option. You will be taking to an Account Setup page.
3. Your basic demographic information will prepopulate.
4. If everything is correct, please select continue to Login page.

5. You will leave the Profile screen and will now be on the Login & Password screen.
6. This is where you Create an Account.
7. After inputting the required information, Select the Continue to Terms.

8. Read the Terms of Service.
9. When complete agree by clicking the box and select Continue to Payment Accounts.

The screenshot shows the 'Account Setup' page for the Philadelphia Parking Authority. The page has a navigation bar with four tabs: 'PROFILE', 'LOGIN & PASSWORD', 'TERMS OF SERVICE' (which is selected and highlighted with a blue bar), and 'PAYMENT ACCOUNTS'. Below the navigation bar, the 'Terms of Service' section is displayed. It includes a link to 'Print Terms of Service' and a scrollable area titled 'ELECTRONIC RECORDS DISCLOSURE AND AGREEMENT'. The text in this area reads: 'Welcome to Philadelphia Parking Authority Monthly Parking Payment Portal Service (the "Service"). As part of the enrollment process and in order to use the Service, you must agree to the terms and conditions governing the use of the Service (referred to as the "Terms of Service"). You must also agree to receive a copy of the Terms of Service and other "Materials" (as defined below) in electronic form only, instead of receiving paper copies. We will need your consent to provide you with these Materials electronically. Therefore, please review the terms of this Electronic Records Disclosure and Agreement (the "Agreement") prior to giving your consent. PLEASE ALSO PRINT AND RETAIN A COPY OF THIS AGREEMENT FOR YOUR RECORDS.' Below this text, there is a section titled 'Materials You Will Receive Electronically' which states: 'By providing your consent under this Agreement, you agree that we will provide you with the following documents and information (the "Materials") solely in electronic form:' followed by a bulleted list: 'All notices, disclosures, documents and other information that we are required by applicable law to provide or make available to you in writing ("Required Legal Information") about the Service, any methods of payment available through the Service or any payment error;'. At the bottom of the scrollable area, there is a checkbox with a speech bubble icon and the text: 'By clicking this box, you are enrolling in this service and have read and agree to the Terms of Service for this site.' To the right of the scrollable area, there are two buttons: a 'Go Back' button with a left-pointing arrow and a green 'Continue To Payment Accounts' button.

10. The Add a Payment Method Screen will populate.
11. This is where you enter your Bank or Credit Card information.
12. When complete check the box that you agree to Add Account.
13. You also have the option to add the Account Later.

14. Select Finish Enrollment.

BANK ACCOUNT ▶

Account Type

Personal
Business

Banking Type

Checking Account
Savings Account

Give This Account a Nickname

Name on the Account

Routing Number

CITIZENS BANK, NATIONAL ASSOCIATION

Account #

Re-enter Account #

Pay to the Order of _____

⑆ 123456789
⑆ 000123456 ⑈
1111

Routing Number
Account Number

Make sure to use your bank account number, not your ATM or Debit card number.

By selecting 'Agree and Add Account', you authorize the information you've provided on the above account to be used for creation of a charge to the account listed above. You also affirm that the information you provided is correct, that you are a signer on the account above and there are available funds to cover the amount of any transactions that you authorize.

Agree and Add Account

CREDIT OR DEBIT CARD
▶

ADD LATER
▶

➔
[Go Back](#)
Finish Enrollment

You may select a default payment method now. After enrollment you can manage your payment methods.

BANK ACCOUNT ▶

CREDIT OR DEBIT CARD ▶

Give This Account a Nickname

Full Name on Card

Card Number

Expiration Date

Country

City

Address

Address2

State

Zip Code

By selecting 'Agree and Add Account', you authorize the information you've provided on the above account to be used for creation of a charge to the account listed above. You also affirm that the information you provided is correct, that you are a signer on the account above and there are available funds to cover the amount of any transactions that you authorize.

Agree and Add Account

ADD LATER
▶

➔
[Go Back](#)
Finish Enrollment

Having Issues Accessing Your Account?

For faster services, please send an email to ppamonthlyparking@philapark.org or call (215) 683-9687. If emailing please include a brief description of your issue.

The mailbox is monitored Monday-Friday 8:00am to 4:00pm.