You will find three (3) different types of pay stations around town that can be used to pay for parking at the Lots & Garages in Morristown. Here’s how to use them:

### HOW TO USE PAY STATIONS

<table>
<thead>
<tr>
<th>De Hart Street Garage</th>
<th>Lot 8 (Franklin &amp; Elm)</th>
<th>Lot 9 (Vail Mansion)</th>
<th>Lot 3 (Train Station)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ann - Bank Garage</td>
<td>Lot 8</td>
<td>Lot 9</td>
<td>Lot 3</td>
</tr>
<tr>
<td>Dalton Garage</td>
<td>Lot 9 (Vail Mansion)</td>
<td>Lot 10 (behind Post Office)</td>
<td>Lot 15 (Speedwell / Firehouse)</td>
</tr>
</tbody>
</table>

1. Upon entering the garage you will receive an encoded ticket stub. **TAKE THE PARKING STUB WITH YOU** after you park your car.
2. Upon returning to the garage **WALK TO ANY PAY STATION** -- before returning to your car.
3. **INSERT YOUR PARKING STUB** as directed -- with the brown stripe facing up and to the right.
4. Follow instructions on the screen to **PAY THE REQUIRED PARKING FEE** -- you can use credit card, coins, or bills.
5. Machine will dispense receipt displaying the time of day your parking time will expire.
6. Upon exiting the garage **INSERT THE PAID PARKING STUB INTO THE READER AS DIRECTED** -- the exit gate will open.
7. Take receipt and **PROCEED TO YOUR DESTINATION** -- you DO NOT have to display the receipt on car dashboard.

**NOTE:** CUSTOMERS USING CREDIT CARDS MAY BY-PASS THE PAY STATION and conduct their transaction from their car in the exit lane of the garage. Follow signs and instructions provided.