



## Heritage Park Historical Village Member Parking Set-up

Parking at Heritage Park is administered, managed, and enforced by Calgary Parking Authority.

As a **Heritage Club, Heritage Park Escape or Explore Annual Pass member**, you are entitled to complimentary parking at Heritage Park, 24 hours a day, 7 days a week.

### To register your license plate(s) -

Set up a myID account with the City of Calgary. (If you already have a myID account, you can skip Section One and go directly to Section Two.)

#### **Section One: How to sign up for your myID account**

**Step 1:** Go to <https://parkonline.calgary.ca/>

**Step 2:** Click on "Create A Personal Account"

**Step 3:** Fill in the required information for the Citizen Registration and Validation code. You will receive a confirmation that your account has been registered successfully, and an email will be sent to your email address with a temporary password. This may take a few minutes.

**Step 4:** Using the temporary password, log in to your account. You will be asked to update your password and choose three security questions. Once submitted, you will receive confirmation that your password has successfully changed.

**Step 5:** You will now be able to sign into your myID account and register your license plates as a Heritage Park member.

If you would like more information about myID, please visit the City of Calgary website here:

<http://www.calgary.ca/CS/IT/Pages/myID-FAQs.aspx>

If you have problems signing up or accessing your myID account, please call 311.

#### **Section Two: How to register your license plate(s) to receive free parking at Heritage Park**

**Step 1:** Log in to your myID account at <https://parkonline.calgary.ca/>

**Step 2:** Click on "Heritage Park Member Parking."

**Step 3:** Enter your Heritage Park membership number located on the back of your membership card underneath the bar code. Click submit.

**Note:** If your membership number does not begin with MC, you must obtain a new card from the Park first. Please contact guest services if you have any questions about your membership card at 403.268.8500.

**Step 4:** Confirm and update your address and contact information for Heritage Park Parking.

**Note:** This information will only be updated for your Heritage Park myID account. It will not affect/update any information associated with your Heritage Park membership.

**Step 5:** Enter up to two license plates. \*\* You will receive confirmation that your license plates have been added to the system.

### **Changing registered licence plate information:**

You may log in to your Heritage Park parking account and update your license plate information anytime. It is the responsibility of the pass holder to update any changes to license plate numbers. To check which plates are registered to your account, click the “get details” link on the Heritage Park parking page.

### **\*\*Please note:**

- **General / Senior (Escape and Explore) / Guest (Escape)/Heritage Club** members can register up to two license plates per member ID number; however, **only one registered vehicle is entitled to park at Heritage Park at a time for free**. If you park a second registered vehicle at Heritage Park, you must pay for parking for that vehicle. Failure to do so may result in a parking ticket. It is the member’s responsibility to update and register any changes to their license plates.
- **Family & Friends - Escape / Explore** members can register two license plates each per general / senior member and have **one of these registered vehicles per adult member** at Heritage Park at a time for a total of **two vehicles at a time for free**.
- Child memberships do not include free parking.

If you have questions about your account, please contact the Calgary Parking Authority through one of the following methods:

- Phone: 403-537-7000 from 8:00 – 4:15 pm Monday through Friday.
- Email: [improveservice@calgaryparking.com](mailto:improveservice@calgaryparking.com)