

STAFF PARKING – HOW TO USE YOUR PARKING CARD

ENTERING THE CAR PARK

1. Enter using the **RIGHT-HAND SIDE ENTRY ONLY**
2. Hold the card **still** for 5 seconds near the grey circle (circled in red below). *SCAN 1
3. Drive down to B2 and turn left to the staff nesting area entrance.
4. Hold the card still in front of the entry column to the staff parking. *SCAN 2

TROUBLESHOOTING

- If you get an error message the first time, try again as the card may not have registered correctly.
- Take a paper ticket if the main gate is not opening and contact Centre Management to have card reset.

***SCAN 1 – MAIN ENTRANCE**



***SCAN 2 – B2**



LEAVING CAR PARK

PAYMENT

Before you can leave the car park you must pay your \$8 daily fee.

1. Visit one of the automatic pay stations located:
 - a. Ground Floor (top of pedestrian ramp to car park)
 - b. Level B1 (near the lift)
 - c. Level B2 (near the lift)
2. Place card in grey slot as shown.
3. Pay the fee with cash or credit card.

IMPORTANT: Payment must be completed before you leave the staff parking area



EXIT

1. Hold the card still in front of the staff exit (~5 seconds). ***SCAN 3**
2. Hold card still in front of Main Gate exit, **EVEN if the GATE is OPEN** ***SCAN 4**
(Otherwise the system thinks you have not left)
3. You have 30 minutes to transit from staff area to main car park exit.

***SCAN 3 – B2 STAFF AREA**



***SCAN 4 – MAIN GATE**

