Car Park Permit System

Earlier this year, we announced plans to introduce a car park management system with the aim of making more efficient use of available spaces by controlling vehicle access at key entrances. The system is now live. If you drive to work you must apply for a new permit. The system will also provide a means of enforcing parking policy, by issuing Warning and Parking Charge Notices to vehicles parking without permits or illegally.

Please use your College email address and log in details (e.g. abcd123) when applying for your car parking permit. You can access the portal by clicking on the below link:

<http://royalholloway.firstparking.co.uk/>

Once you have successfully registered for a car parking permit you will receive the following:

1.            An email confirming your user account details.

2.            A printable voucher sent by email to be used as your temporary permit.

3.            Your full permit to display in your vehicle, by post.

Click below to read the full Traffic and Car Parking policy:

<https://www.royalholloway.ac.uk/iquad/documents/pdf/campuslife/trafficandcarparkingpolicyfinal.pdf>

For more information and FAQs visit:

<https://www.royalholloway.ac.uk/iquad/campuslife/travel/home.aspx>

The Permit Enforcement System will not be in operation until all permits have been issued and the Visitor(s)/Contractor(s) registration system is launched. Guidance will be sent out in due course on how the Visitor/Contractor registration system will operate.

Please be assured that there will be no permit enforcement until we are confident that everyone has had an opportunity to register their vehicle via the First Parking Portal and the Visitor/Contractor registration system has been introduced.

If you have any questions please email [premisesadmin@royalholloway.ac.uk](mailto:premisesadmin@royalholloway.ac.uk).