

730 Yonge Permit Purchase Guide

IMPORTANT!

It is the responsibility of the permit holder to ensure the correct vehicle is registered to their permit before parking on University property.

Permit holders are allowed to register only one (1) vehicle per permit. However, you can change the registered vehicle a limited number of times at your convenience. These limitations are documented in our [rolling 7-day policy](#).

Additionally, it is required that permit holders understand the regulations, binding upon purchase of any University of Toronto Transportation Services permit, that govern their use.

Please refer to the [parking regulations on our website](#) for more details.

Login Instructions:

If you have already logged in (or know how to do so) using UTORid credentials or email/password authentication, please skip to Step 3 (page 4).

STEP 1: Navigate to Login Page

Visit: <https://utoronto.aimsparking.com/>

Click on the “login” button in the upper right-hand corner of the screen.

UNIVERSITY OF TORONTO Transportation Services
Online Permit Renewal and Purchase

Login

 Department Account Purchase temporary permits and manage vehicles	 View/Manage Account View and manage your account	 Purchase Event Permit Purchase a parking permit for an event.	 Modify Account Vehicles Modify vehicles on your account
 Faculty/Staff Permit Cancellation Form Submit your cancellation request via our permit portal.	 Student Permit Cancellation Form Submit your cancellation request via our permit portal.	 Faculty/Staff Temporary & Annual Permits For fully appointed faculty and staff. UTORid required.	 Student Permits For registered students. UTORid required.
 Day Parking Available to all. No UTORid required.	 OISE Garage (External) Available to all. No login required.	 Commercial Permits For contractors working on the St. George campus.	 After 4:00 PM Permits Permits valid after 4pm weekdays and all day Saturday & Sunday. No UTORid required.
 Conference Permits Available through Transportation Office only. Click for more info.	 Motorcycle Permits Available to all. No login required.		

STEP 2A: Login as Full Time Staff or Student (UTORid Credentials)*

(*if you are not full-time staff or student with UTORid credentials, please skip to Step 2B)

Choose your login method by clicking on the “Staff & Students” button.

Click on the “Login” button.



Select a login method:

Staff & Students
(UTORid credentials)

Department Account
(account/password)

Other
(email/password)

Faculty, Staff and Students Login

Clicking log in will redirect you to the UTORid log in page.

Login

STEP 2A: Enter your UTORid Credentials

Enter your UTORid credentials.

Click on the “log in” button. This will take you to your account page.

UNIVERSITY OF TORONTO

weblogin idpz

Protect Your Account | Login Problems | Forgotten Password | How to Log Out | Finding Help

UTORid / JOINid

Password

log in

Steps you should take to protect your account:

- Before you begin, make sure this page (URL) starts <https://idpz.utorauth.utoronto.ca/...>
- When using a public computer, **close all windows** and exit the browser.
- Keep your password a secret at all times.

Tip: U of T will **never** ask for your password or other personal information by e-mail.

Warning: Your password may not be sync'd. Visit our [verify password](#) page.

Alert: Completely exit your web browser when you are finished.

STEP 2B: Login as Non-Credentialed User (using email/password authentication)*

(*if you are full-time staff or student with UTORid credentials, please return to Step 2A)

Choose your login method by clicking on the “Other” button.

This enables the option to enter your email and password authentication **OR** register a new email/password ID if it is your first time accessing your online account.

Once your authentication information is input, click on either the “Register” button to create your ID if necessary **OR** the “Login” button.

In both cases, you will be taken to the main page of your account.



Transportation Services

Online Permit Renewal and Purchase



Login

Select a login method:

Staff & Students
(UTORid credentials)

Department Account
(account/password)

Other
(email/password)

Commercial Permits, UofT Affiliation (incl. After 4pm Permits, OISE external permits)

For existing permit holders - If no password was set-up, please click "forgot password".
For new permit holder requests - click on register.
Note: Passwords must contain 1 upper case, 1 lower case, 1 number (0-9), 1 special character and must be between 10-32 digits long.

After successfully logging in, please select '**Order Permit**'.

Email Address*


Password*

Register Login

[Forgot password?](#)

STEP 3: Select Order Permit


Click on the “Order Permit” button.




UNIVERSITY OF TORONTO


Transportation Services


Online Permit Renewal and Purchase



Logout

Logged in as Jake Gagnon

 Account

 Vehicles 1

 Permits 1


 Events

Account # P0001112923

Jake Gagnon


Current Balance: \$0.00

Contact Information




Order Permit

Purchase a permit




View/Manage Account

View and manage your account




Purchase Event Permit

Purchase a parking permit for an event.




Submit Event Request

Submit a request to host an event




Request Flexpass

Submit a request for a Flexpass. UTORid required.




Claim Flexpass

Claim a day pass from your Flexpass Package. UTORid required.




Edit Contact Information

Update or edit contact information




Change Registered Vehicle

Modify vehicles on your account




Faculty/Staff Permit Cancellation Form

Submit your cancellation request via our permit portal.



Student Permit Cancellation Form

Submit your cancellation request via our permit portal.



Reset Email Authenticated Account Password

Reset the password on your email authenticated account

STEP 4: Agree to Terms of Service

Permit holders must agree to the binding regulations that govern all permits issued by the University of Toronto Transportation Services office as well as the parking facilities we manage.

Please Note: The sections “Summary of Conditions” and “Jurisdiction” are applicable to all permit types.

[Please visit our website for a full listing of parking regulations.](#)

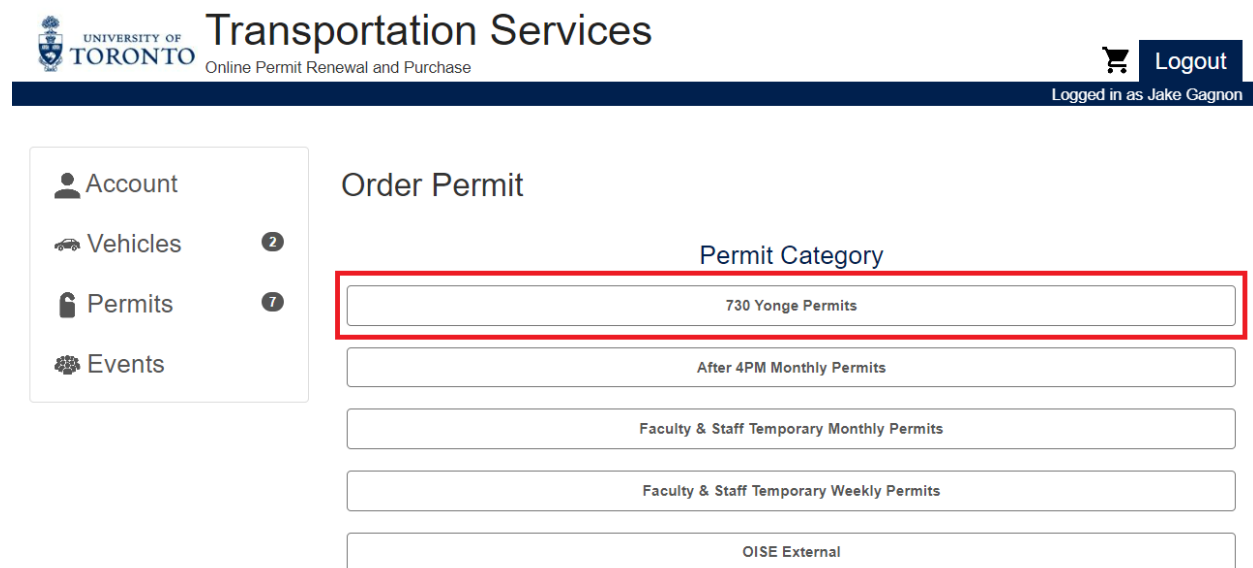
The screenshot displays the 'University of Toronto Transportation Services' online permit request interface. A modal dialog box titled 'Parking Terms of Service' is centered on the screen. The dialog contains the following text: 'These terms of service govern your access to and use of your permit so please read everything carefully. Terms apply to all individuals purchasing a permit regardless of whether or not they are employed by the University of Toronto. Your access to and use of your permit is conditional upon compliance with these terms. By selecting "I agree with the terms of service" you agree to the University's [Parking Regulations](#). Please [click here](#) to view our Data Retention policy.' Below the text are two buttons: a red button labeled 'I agree with the terms of service' and a white button labeled 'Cancel'. The background interface shows a navigation menu with 'Account', 'Vehicles' (with a '1' badge), 'Permits' (with a '2' badge), and 'Events'. The top right corner indicates the user is 'Logged in as Jake Gagnon' and provides a 'Logout' link. Three permit type options are visible: 'Chestnut Residence: External', 'Chestnut Residence: Faculty/Staff', and 'Chestnut Residence: Student'.

STEP 5: Select Permit Category

All permit categories that your account has been granted permission to purchase will be listed on this display.

Click on the “730 Yonge Permits” permit category.

Please Note: For the remainder of this guide, we will follow through the purchase process for an annual permit. However, the process is the same for both monthly and annual permit types.



UNIVERSITY OF TORONTO Transportation Services
Online Permit Renewal and Purchase

Logout
Logged in as Jake Gagnon

Account
Vehicles 2
Permits 7
Events

Order Permit

Permit Category


- 730 Yonge Permits
- After 4PM Monthly Permits
- Faculty & Staff Temporary Monthly Permits
- Faculty & Staff Temporary Weekly Permits
- OISE External

STEP 6: Select Permit Type

Within the permit category there can be multiple types. In the case of all 730 Yonge permits, there is the following:

1. Annual (for the full permit year – May to April)
2. Monthly (by calendar month)

IMPORTANT!

3. Prorating is done for both monthly and annual permits:
 - ✓ Monthly: Always prorated on the 16th of the month. Meaning you can purchase the last half of the month at half price (there is no prorated price for the first half of the month).
 - ✓ Annual: always prorated on the 16th of the month and 1st of the upcoming month.
-  If a permit is purchased before the prorate date, the full rate will be applied.







Transportation Services

Online Permit Renewal and Purchase

 Logout

Logged in as Jake Gagnon

-  Account
-  Vehicles 2
-  Permits 7
-  Events

Order Permit

Permit Category

730 Yonge Permits ✓

Please Select a Permit Type

1

730 Yonge Annual (\$1597.41 + HST)

Permit rates are automatically prorated on 16th of the current month and 1st of the following month Transportation Services is not liable for damage to vehicles parked in any UoFT parking facility.

2

Temporary: Lot Y - 2307 Jul. (\$84.07 + HST)

Permit rates are automatically prorated on 16th of the current month and 1st of the following month Transportation Services is not liable for damage to vehicles parked in any UoFT parking facility.

2

Temporary: Lot Y - 2308 Aug. (\$168.14 + HST)

Permit rates are automatically prorated on 16th of the current month and 1st of the following month Transportation Services is not liable for damage to vehicles parked in any UoFT parking facility.


Login for more permit type options


STEP 7: Select Location

Click on the “730 Yonge: General” button.

All permits are linked to specific parking locations. 730 Yonge permits, like virtually all other permits, are valid at one location.

Please Note: Review the start and end dates of the permit in the “Dates” field above. Permits are valid and active immediately upon completion of the purchase process. Purchasing a permit before a prorated date will incur additional charges.

**Transportation Services**
Online Permit Renewal and Purchase

 **Logout**
Logged in as Jake Gagnon
14:22 remaining to complete order

- Account
- Vehicles 1
- Permits 1
- Events

Order Permit

Permit Category

730 Yonge Permits ✓

Permit Type

730 Yonge Annual (\$1597.41 + HST) ✓

Dates

07/26/2023 - 04/30/2024 ✓

Please Select a Location

(LOT Y) Staff Lot Y: 730 Yonge : General

STEP 8A: Select Vehicle*


*If you need to register a vehicle for the first time to your permit skip to Step 8B (page 10)

Click on your registered vehicle to verify your selection.

Click on the "Confirm" button.

IMPORTANT! Make sure the vehicle details are correct. In particular, your license plate.

If an incorrect license plate is registered this will result in your vehicle not being linked to a valid permit in our enforcement database. As a result, a Parking Violation Notice (ticket) would be issued to your vehicle. Under such circumstances, a ticket withdrawal will not be possible. There are no exceptions.



Transportation Services

Online Permit Renewal and Purchase

Logout

Logged in as Jake Gagnon
14:23 remaining to complete order

- Account
- Vehicles 2
- Permits 2
- Events

Order Permit

Permit Category

730 Yonge Permits ✓

Permit Type

730 Yonge Annual (\$1597.41 + HST) ✓

Dates

07/26/2023 - 04/30/2024 ✓

Location

(LOT Y) Staff Lot Y: 730 Yonge : General ✓

Please Select 1 Vehicle

ON ABCD123 (Passenger; Black 2020 Ford Escape) ✎

Add Vehicle

Confirm

STEP 8B: Add Vehicle*

*If you already have a registered vehicle in your account, go back to Step 8A (page 9)

If you do not have a vehicle registered in your account, click the “Add Vehicle” button.



Transportation Services

Online Permit Renewal and Purchase



Logout

Logged in as Jake Gagnon

14:15 remaining to complete order

- Account
- Vehicles
- Permits
- Events

Order Permit

Permit Category

730 Yonge Permits ✓

Permit Type

730 Yonge Annual (\$1597.41 + HST) ✓

Dates

07/26/2023 - 04/30/2024 ✓

Location

(LOT Y) Staff Lot Y: 730 Yonge : General ✓

Please Select 1 Vehicle

Add Vehicle

Confirm

STEP 8B: Add Vehicle*

*If you already have a registered vehicle in your account, go back to Step 7A (page 9)

Input your vehicle information in all mandatory fields.

Click the "Add" button.

IMPORTANT! Make sure the vehicle details are correct. In particular, your license plate.

If an incorrect license plate is registered this will result in your vehicle not being linked to a valid permit in our enforcement database. As a result, a Parking Violation Notice (ticket) would be issued to your vehicle. Under such circumstances, a ticket withdrawal will not be possible. There are no exceptions.

Dates

07/26/2023 - 04/30/2024 ✓

Location

(LOT Y) Staff Lot Y: 730 Yonge : General ✓

Please Select 1 Vehicle

Add Vehicle

Confirm

Add Vehicle

Plate #*	ABCD123
State/Prov.*	Ontario
Make*	Ford
Model*	Escape
Color*	Black

Add

Cancel

STEP 9: Add Permit to Cart

Click on the "Add Permit to Cart" button.



Transportation Services


Online Permit Renewal and Purchase




Logout

Logged in as Jake Gagnon

09:53 remaining to complete order

 Account

 Vehicles

 Permits

 Events

Order Permit

Permit Category

730 Yonge Permits ✓

Permit Type

730 Yonge Annual (\$1597.41 + HST) ✓

Dates

07/26/2023 - 04/30/2024 ✓

Location

(LOT Y) Staff Lot Y: 730 Yonge : General ✓

Vehicle

ON ABCD123 (Black Ford Escape) ✓


Add Permit to Cart

STEP 10: Make Payment via Credit Card

Complete the mandatory email address, billing, and credit card information fields.

Press the “Checkout” button to complete your purchase.

IMPORTANT! All receipts and confirmations will be sent to the email address registered below. Please take care to input the correct address.







Transportation Services

Online Permit Renewal and Purchase

Logout

Logged in as Jake Gagnon
09:06 remaining to complete order

-  Account
-  Vehicles
-  Permits
-  Events

Your Shopping Cart

<input type="checkbox"/>	Item	Price	View
<input type="checkbox"/>	Permit - 730 Yonge Annual <small>Start Date: 07/26/2023 End Date: 04/30/2024 Vehicles: • ON ABCD123 (Black Ford Escape)</small>	\$1597.41	
Sub-Total		\$1597.41	
HST		\$207.66	
<input type="button" value="Remove"/>	Total	\$1805.07	

Checkout

Contact Information

Email*

Billing Information

Billing Address

Cardholder Name*

Street Address*

City*

State/Prov.*


Zip/Postal*

Credit Card Information

Card Number

Expiry Date (mmyy)

Security Code




Checkout

STEP 11: Receipt Display

After clicking the “Checkout” button, the transaction will be completed, and you will be sent to the receipt display.

At the top of the screen your receipt number and payment information are displayed.





At the bottom of the screen, you’ll find details of the category type, duration, and registered license plate of your permit. As well as the cost breakdown.



Transportation Services

Online Permit Renewal and Purchase

[Logout](#)
 Logged in as Jake Gagnon

-  Account
-  Vehicles 2
-  Permits 2
-  Events

Receipt # W3W452V5682C

Payment Information:

Account Number: P0001112923

Payment Type: Credit Card

Payment Date: 07/26/2023 12:42 PM

A copy of this receipt will be sent to jake.gagnon@utoronto.ca when your permit is ready to print.

Faculty and Staff: NO PHYSICAL PERMIT WILL BE ISSUED. Your vehicle licence plate will be proof of purchase therefore please make sure that the plate number you entered is correct (see your vehicles section of your account to verify) . If the plate number you entered is incorrect, make the necessary changes on your account.Vehicles that are not registered to a permit will not appear in the enforcement database. Therefore, they will not have parking privileges and be subject to enforcement.

Departments: NO PHYSICAL PERMIT WILL BE ISSUED. The vehicle licence plate will be proof of purchase therefore please make sure that the plate number you entered is correct. If the plate number you entered is incorrect, log in to the account and make the necessary changes.Vehicles that are not registered to a permit will not appear in the enforcement database. Therefore, they will not have parking privileges and be subject to enforcement.

Students: NO PHYSICAL PERMIT WILL BE ISSUED. Your vehicle licence plate will be proof of purchase therefore please make sure that the plate number you entered is correct (see your vehicles section of your account to verify) . If the plate number you entered is incorrect, make the necessary changes on your account.Vehicles that are not registered to a permit will not appear in the enforcement database. Therefore, they will not have parking privileges and be subject to enforcement.

Contractor, After 4pm and Summer Resident/Conference Permits: NO PHYSICAL PERMIT WILL BE ISSUED. Your vehicle licence plate will be proof of purchase therefore please make sure that the plate number you entered is correct (see below in the receipt section to verify) . If the plate number you entered is incorrect, email transportation@utoronto.ca as soon as possible so we can make the changes to your account.Vehicles that are not registered to a permit will not appear in the enforcement database. Therefore, they will not have parking privileges and be subject to enforcement.

PLEASE PRINT THIS PAGE FOR YOUR RECORDS.

PARKING REGULATIONS

Please print or download the parking regulations for your records.

Receipt Items:

Item	Price	View
Permit - 730 Yonge Annual Start Date: 07/26/2023 End Date: 04/30/2024 Vehicles: <ul style="list-style-type: none"> • ON ABCD123 (Passenger, Black 2020 Ford Escape) 	\$1597.41	View
Sub-Total	\$1597.41	
HST	\$207.66	
Total	\$1805.07	

STEP 12: Email Receipt

Upon completion of your purchase, you will also be sent a receipt to the email address you registered in Step 10. There will also be a PDF copy attached.

You will also receive a copy of your QR code which you can save to your phone or print. This QR code must be used to enter and exit the garage.

IMPORTANT! If you do not receive a receipt (and/or correspondingly incorrect information was logged in the receipt display), your purchase was not processed and/or errors were made.

In such cases, contact Transportation Services for assistance at 416.978.7275 or transportation@utoronto.ca

TRANSPORTATION RECEIPT 2

 transportation@utoronto.ca
To Jean-Jacques Gagnon

[Reply](#) [Reply All](#) [Forward](#)  

Wed 7/26/2023 12:44 PM

[Click here to download pictures.](#) To help protect your privacy, Outlook prevented automatic download of some pictures in this message.



TRANSPORTATION SERVICES

Online Parking Purchase

Printed On: 7/26/2023 12:43 PM
Account #: P0001112923
Receipt #: W3W452V5682C
Transaction: 7/26/2023 12:43 PM
Posted On: 7/26/2023

Items Paid

Payment (via Internet)

Permit #Y240004		Payroll Deduction \$1,597.41
ABCD123 Ontario	Permit Start Date: 2023-07-26	Permit End Date: 2024-04-30
HST Tax Permit #Y240004		Payroll Deduction \$207.66
ABCD123 Ontario	Permit Start Date: 2023-07-26	Permit End Date: 2024-04-30
		Grand Total: \$1,805.07

H.S.T.# 108162330

Please Note: The license plate registered to your account is your proof of payment. If an incorrect license plate number or province has been input, enforcement officers will issue a ticket which cannot be withdrawn. Please ensure the license plate number and province you have registered matches the vehicle you are parking on campus.