

**TOWNSHIP OF MORRIS  
P.O. 7603  
50 WOODLAND AVENUE  
CONVENT STATION, NJ 07961  
"SMART" PARKING CARD REQUEST FORM**

"Smart" Parking Card – Cost **\$10.00** Amount Enclosed \_\_\_\_\_

PLEASE PROVIDE THE FOLLOWING:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Zip: \_\_\_\_\_

Mail application and check payable to:

**Attn. Township Clerk**

**Township of Morris**

**P.O. Box 7603**

**50 Woodland Ave.**

**Convent Station, NJ 07961-7603**

Note: The \$10.00 is for the purchase of a **blank** "Smart" parking card only. It is the owner's responsibility to load and reload the "Smart" parking card at the parking meters located on the platform of the train station.

**There are no refunds on lost or stolen cards.**

"SMART" PARKING CARD NO.: \_\_\_\_\_

(To be assigned by the Township)

## **“SMART” PARKING CARD INSTRUCTIONS**

1. Enter the parking space number.
2. Insert the card fully into the card reader.(face side up, with the chip facing the parking meter)
3. Press the blue button for each day you want your vehicle parked.

(you can enter up to a maximum of ten (10) days parking. NOTE: If you vacate the space during the period paid for and it is occupied by another vehicle when you return, you will have lost the right to park in the space.

4. Press the green button on the parking meter.
5. Remove the card.

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### **INSTRUCTIONS FOR LOADING OR RELOADING THE “SMART” PARKING CARD**

**(As a courtesy to other rail commuters, it is recommended that loading and reloading of the card be done during non-peak hours)**

#### **MAXIMUM VALUE THAT CAN BE LOADED ONTO THE CARD IS \$99.00**

1. Insert the card fully into the card reader (face side up, with the chip facing the parking meter)
2. Insert funds into coin slot or bill acceptor (bills face side up)
3. Press the green button on the parking meter.
4. Remove card

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**There are no refunds on lost or stolen cards.**