

Q-PARK APP FOR SAMMEN

The APP can be used on both pad's and smart phones that has either Android or iOS operative system.

Existing Users:

- 1) Download the APP by searching for «qpark»
- 2) Log in to the APP with the username (phone number) and password you normally use to log into your profile
- 3) You are now ready to start using the APP

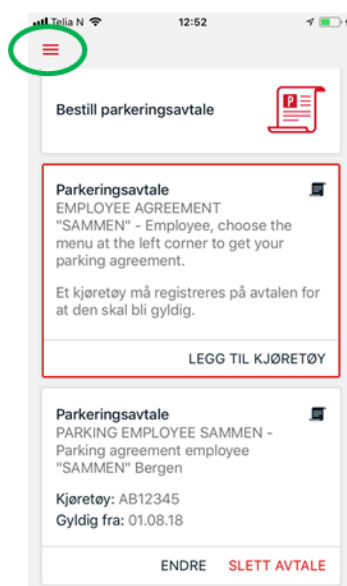
New Users:

- 1) Even if you are now going to start using the APP instead, you still need to be approved by SAMMEN. So the approval procedure will stay the same. You will therefore not be able to acquire a parking product until this process is done.
 - a. For approval of parking please contact informasjon@sammen.no
- 2) You can still download the APP in forehand by searching for «qpark»
 - a. Choose «New user»/Ny bruker
 - b. Put in your phone number, **NB:** this phone number MUST be the same number as you gave SAMMEN for approval purposes
 - c. You will now receive a SMS from the system with a code, put this into the "validation"/kode field
 - d. You have now made a profile, and must now await the approval
 - e. When you are approved, just log into your existing profile, don't follow the link
- 3) If you want to wait until you receive the approval SMS before you download the APP:
 - a. Follow the link you receive in the SMS
 - b. When you press that link, you will be sent to a login page, there you choose "Forgotten password"/Glemt password (this is because when the SAMMEN is approving you a profile has been automatically created for you).
 - c. Follow the "forgotten password" procedure. Once this is done, you can download the APP, log in with the username and password you just created and you can now acquire parking and administrate this from the APP.

General Information:

- I To add more, or change existing, vehicle licence plates, press “change”/endre on the bottom right on your subscription card (see screen picture 2 on the next page)
 - I **NB:** You can only park with ONE licence plate at the time
- I To open the APP menu, press the icon with the 3 horizontal red lines on the top left in the home page of the APP (see screen picture 1 on the next page)
- I To purchase parking, you attach a credit card to your profile. You will be asked to do so during the purchase process, or you can do this in forehand by pressing “Payment”/Betaling in the menu (see screen picture 2 on the next page)
- I In the menu there is a function called “My Vehicles”/Mine kjøretøy. Here you can put in a list of all your licence plates.
 - I **NB:** The licence plates in this list is **NOT** active on your parking product, and you still must add them there.
- I If you want an overview of your previous subscriptions or booked parking’s, choose “History”/Historikk in the menu (see screen picture 2 on the next page)
- I **SAMMEN Idrett:** The APP can be used to register the “4 hour parking” instead of doing this on the pad in the reception.

Skjerm bilde 1



Skjerm bilde 2

