



How to Buy Municipal Parking Lot Permits Online



Please follow the steps below to purchase your permit and/or watch the following video

<https://passportinc.zoom.us/rec/share/o8Clby4bvGayDVeKc--HS6uC02ZmpdLKqjHeMGc4qaXstwkrrl1weYlwrlBnPYQ.YjIWGuT-44oMHphc>

Passcode: e?3yzYjc

1. Go to <https://ossiningny.cmrpay.com/>
2. Click the **Sign Up/Log In Button** and then select the option at the bottom that says **Sign Up**. (All first-time users of the online system must select this.)

Passport

Please Log In

Email

Password

Reset Password

Log In

Don't have an account? Sign Up

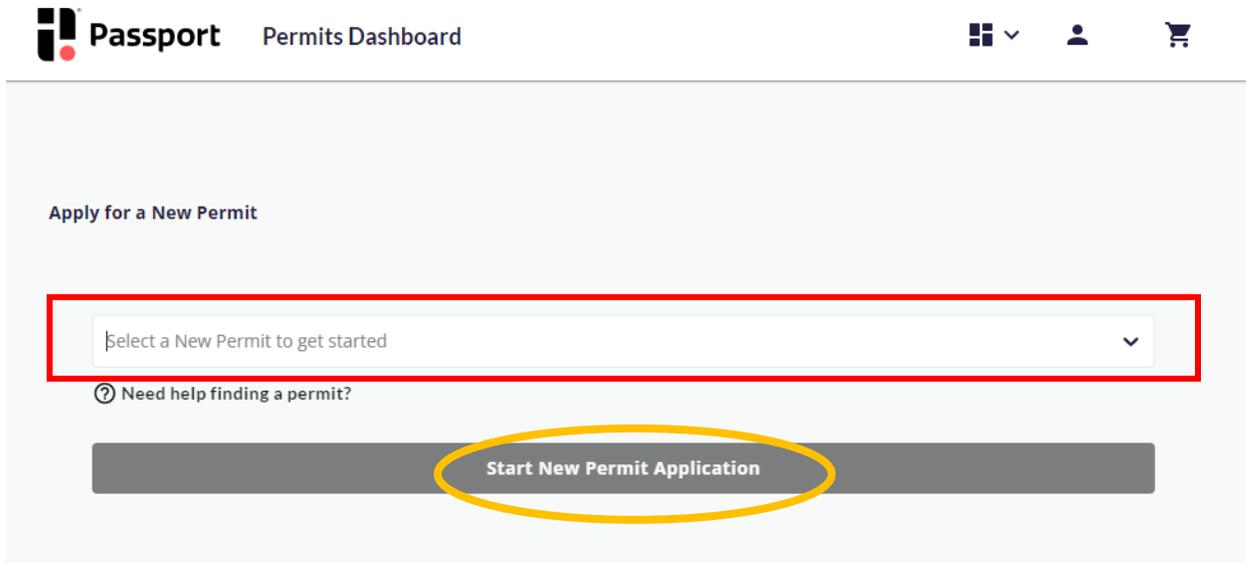
3. Follow the steps on the screen to create an account with an email and password. Once your account is created, please log in with your created credentials.
4. On the Permits Dashboard page, select from the drop-down menu the permit you wish to purchase and click **Start New Permit Application**.

Daytime permits run from 8 AM – 6 PM.
Nighttime permits run from 6 PM – 8 AM

3 Month Daytime

\$85

| | |
|-------------------------|-------|
| 6 Month Night Online | \$45 |
| 12 Month Daytime Online | \$275 |
| 12 Month Night Online | \$70 |



5. On the next page verify that the selected permit is the desired one and click ***Start Applying*** and then ***Select***.
6. Under ***Vehicle Info*** input your License Plate Number and License Plate State and select ***Next***.
****Note: One municipal permit is tied to one license plate number only****
7. Input your information under ***Permit Holder Details*** and once done click ***Next***.
8. Under ***Verification Docs***, upload a valid copy of your car registration.
9. Once you are done click ***Review***. Review that the information is correct and then click ***Add to Cart***.
10. On the Cart page click ***Check Out*** if you are done purchasing permits. If you need to purchase another permit select ***Add Additional Items To Cart*** and repeat steps 4 to 9 and then select ***Check Out*** once you have purchased all the permits needed.
11. Input your payment information and click ***Place Order***. Congratulations, you have now purchased your municipal permit online! 😊