

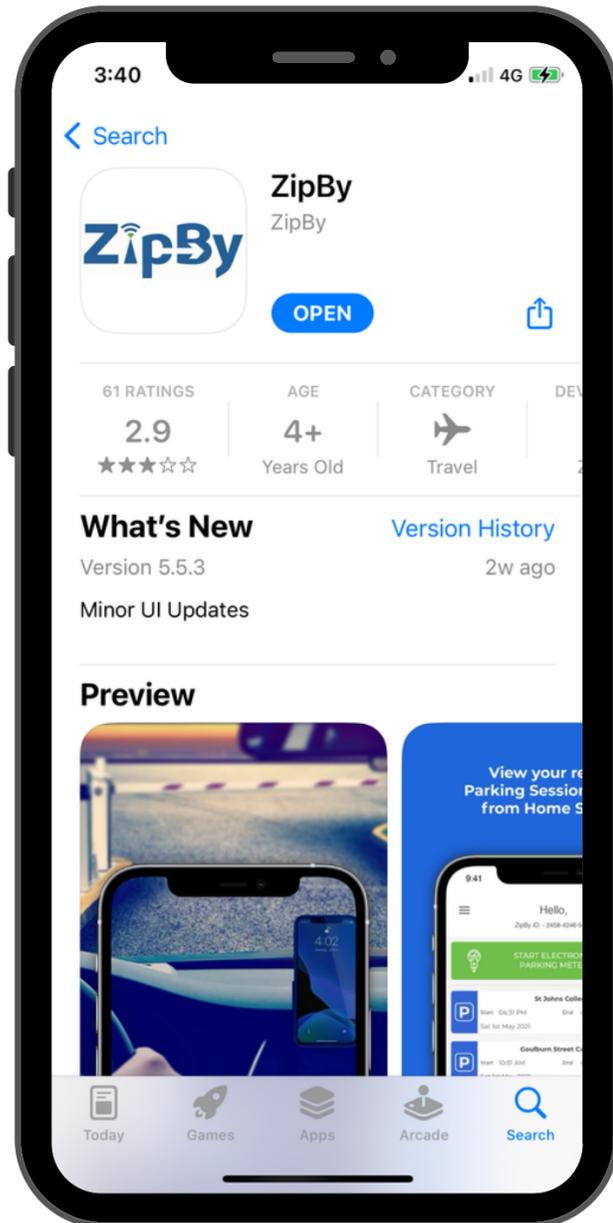


ZipBy Parking App Retailer Guide

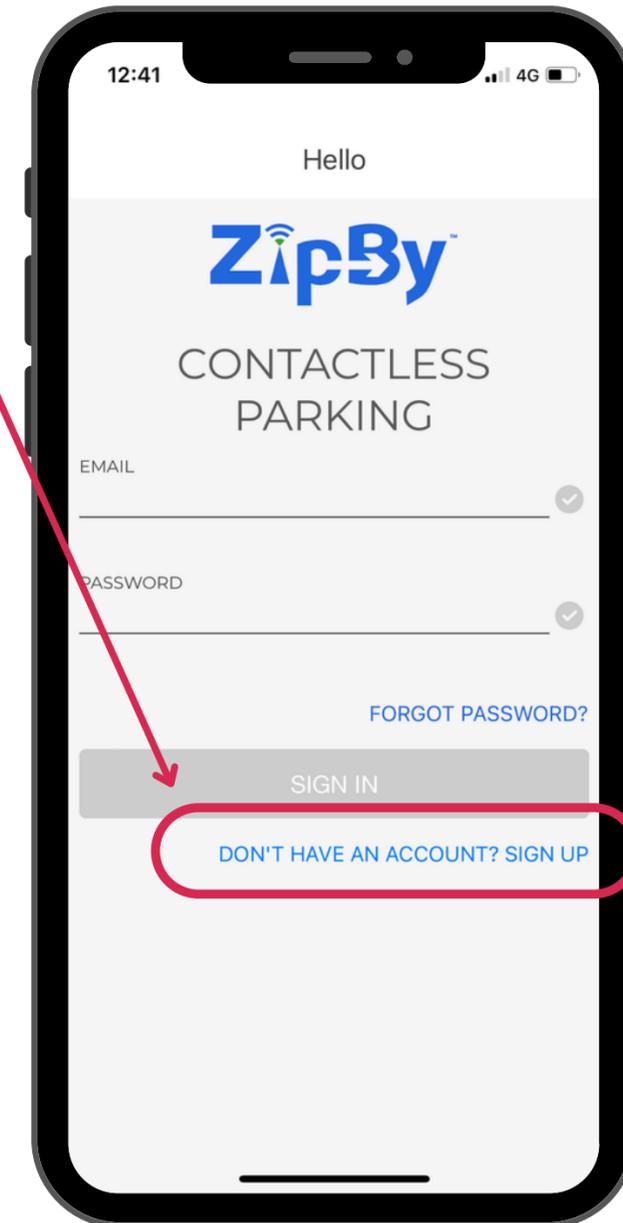
A step-by-step how to guide to downloading the ZipBy app and accessing retailer parking at Pittwater Place.

DOWNLOAD THE APP

ZipBy can be downloaded using the App Store or Google Play Store.

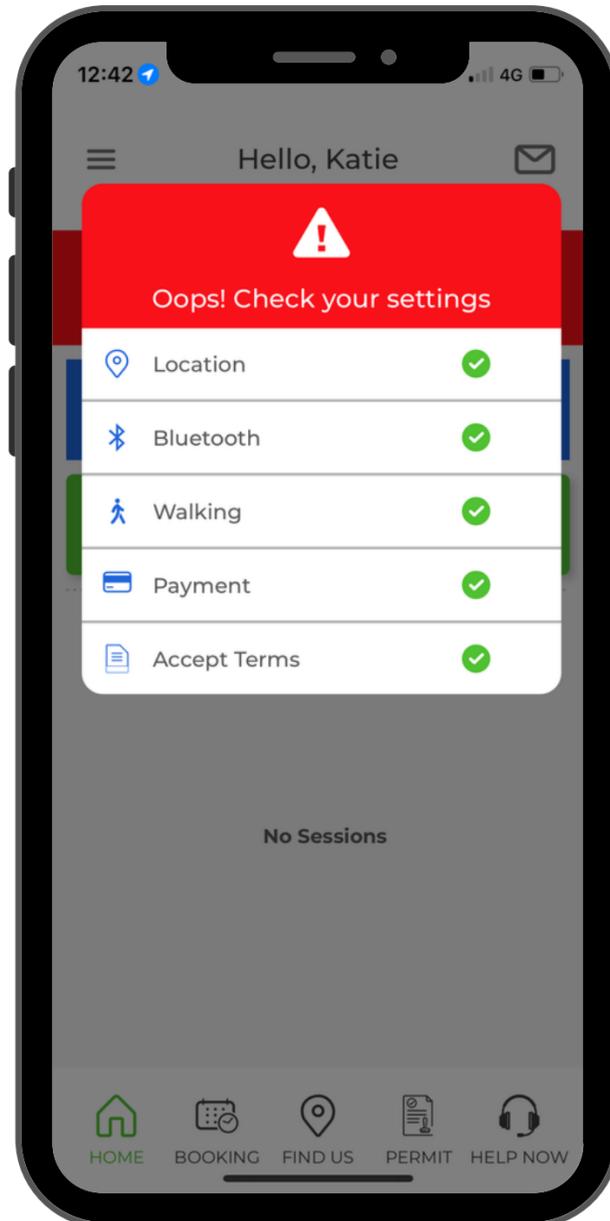


Once downloaded, retailers can register an account using a dedicated email.

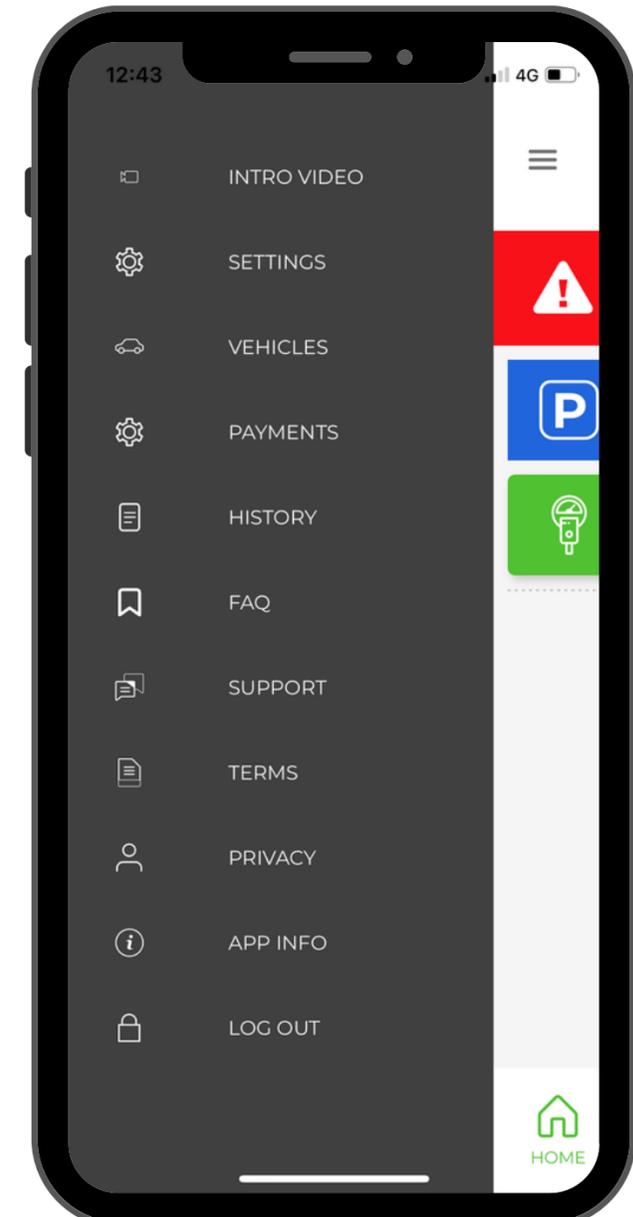
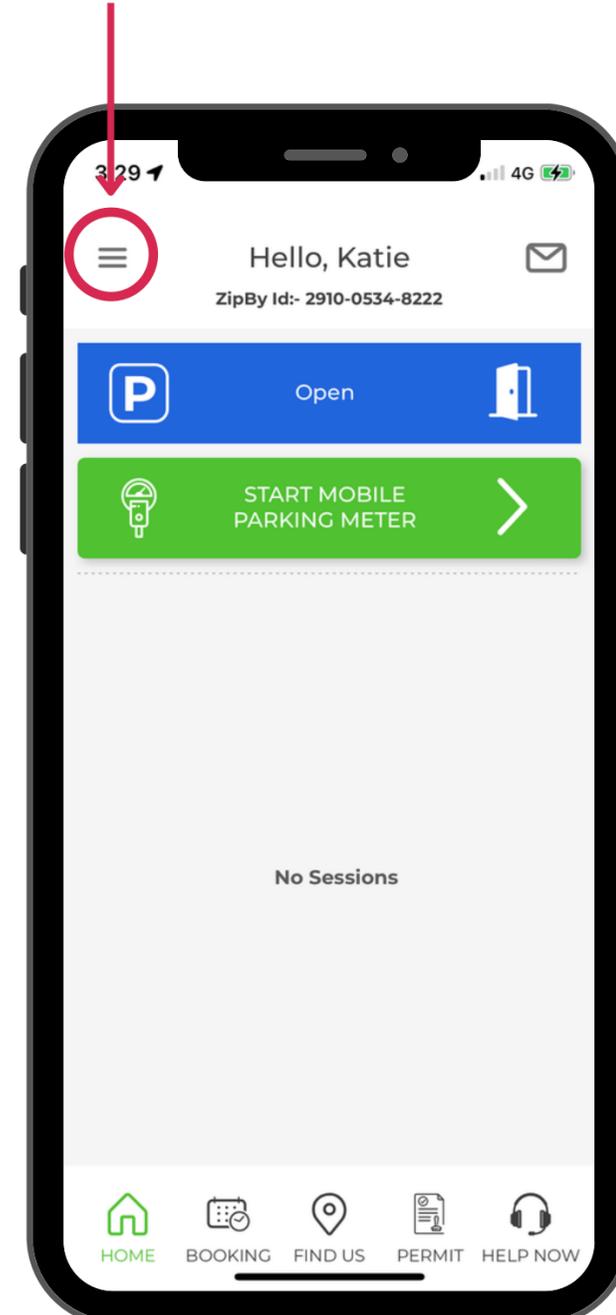


SETTING UP YOUR ACCOUNT

Don't forget to turn on your location services on to 'always'. This will ensure the parking system can read your app upon entry and exit, making the transaction contactless.

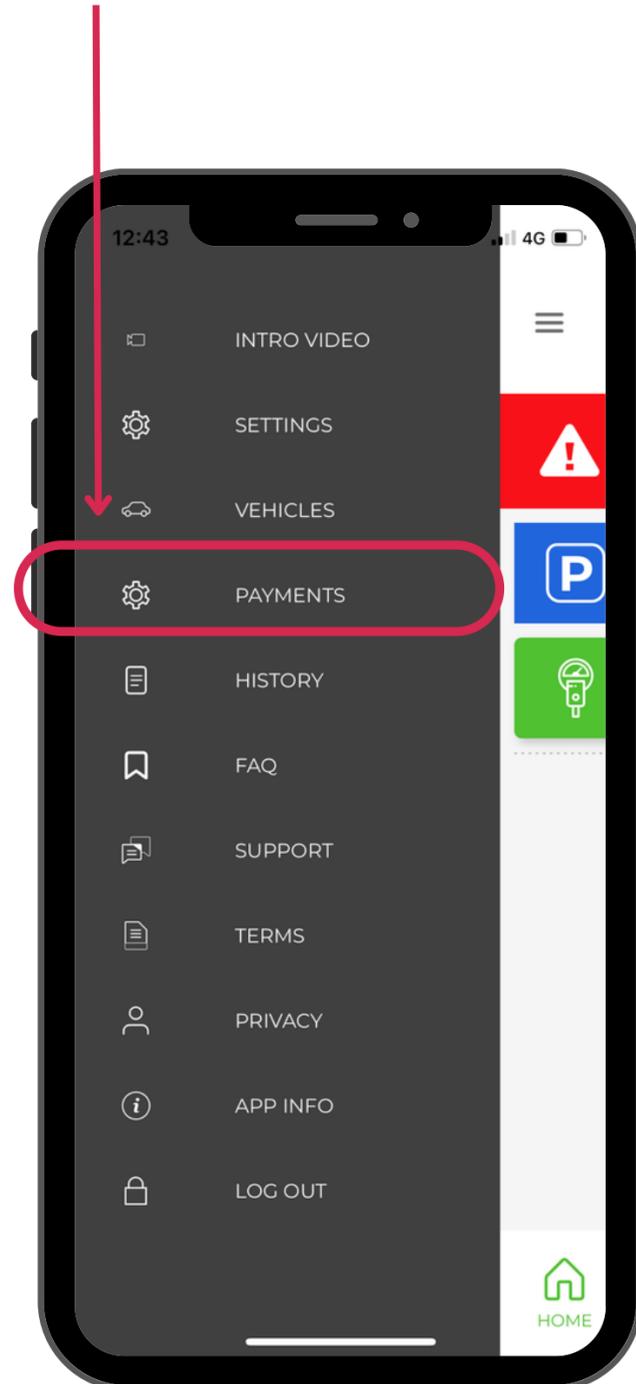


From the homepage, click the menu tab in the top right hand corner to access the apps features.

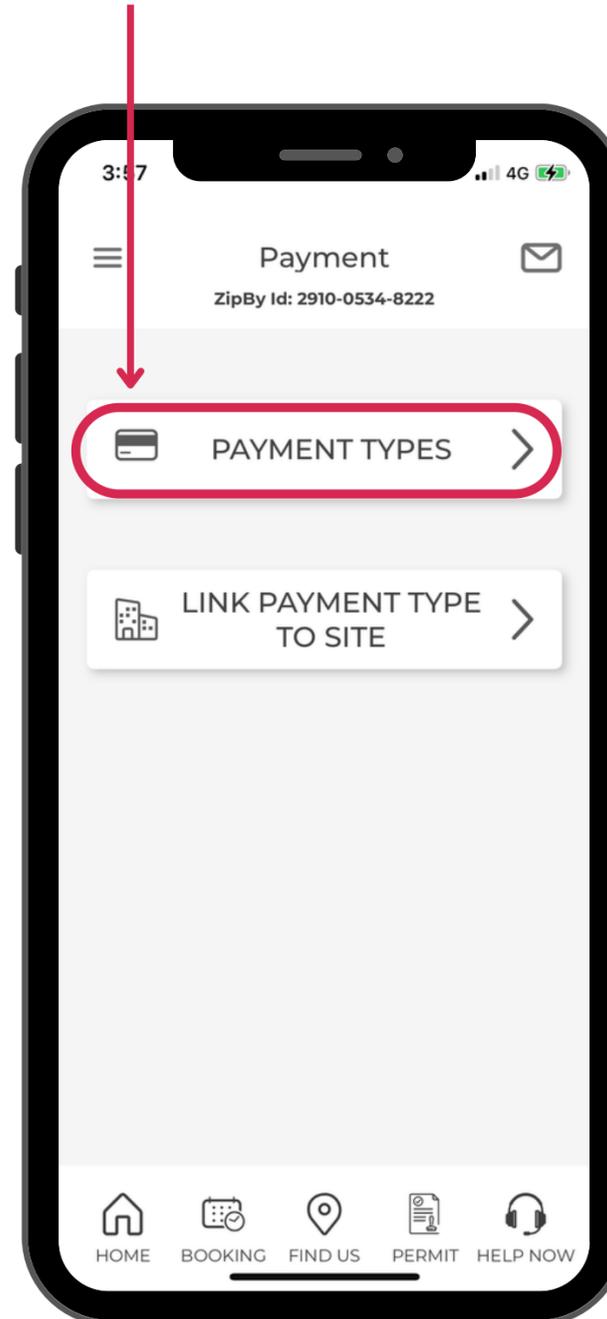


SETTING UP PAYMENT

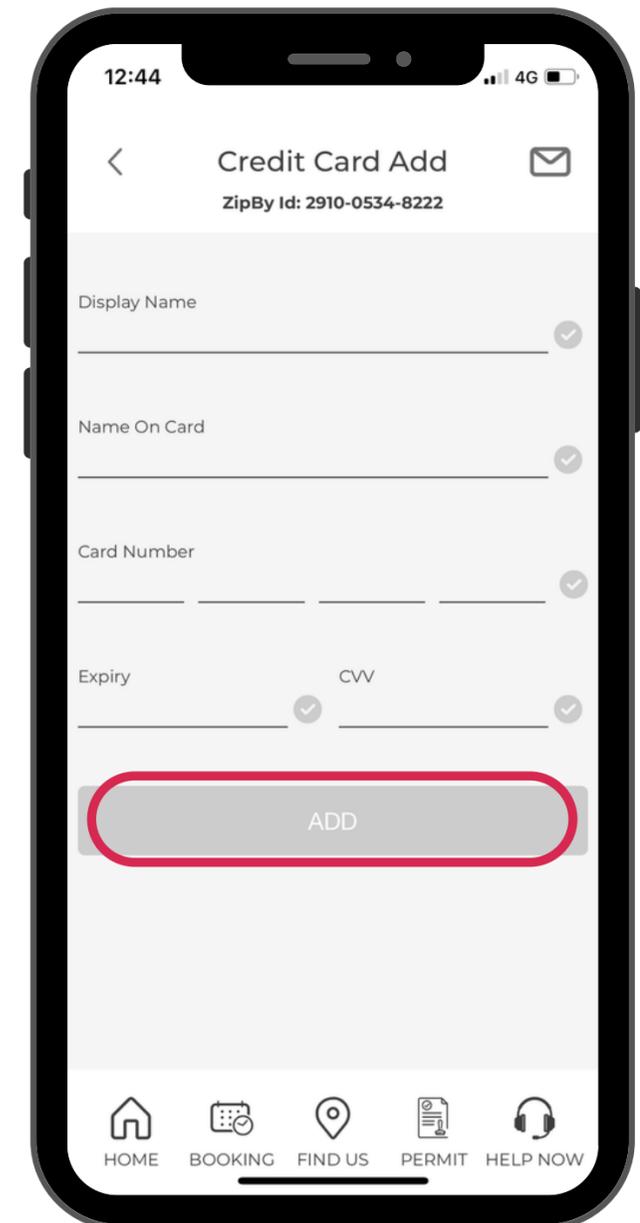
Select 'PAYMENTS' from the menu



Select 'PAYMENT TYPES' and add new card details.



Enter your card details and click 'ADD'.



CREATING A PERMIT

Using the unique link (<https://portal.zipby.world:443/Z/Permit/PermitForm/S2CxUJyuDkSil3w-yA38JQ/Add>), sign in to ZipBy and complete the online form. Once completed and proof of employment has been approved, a permit will be added to your app under the 'PERMITS' tab.

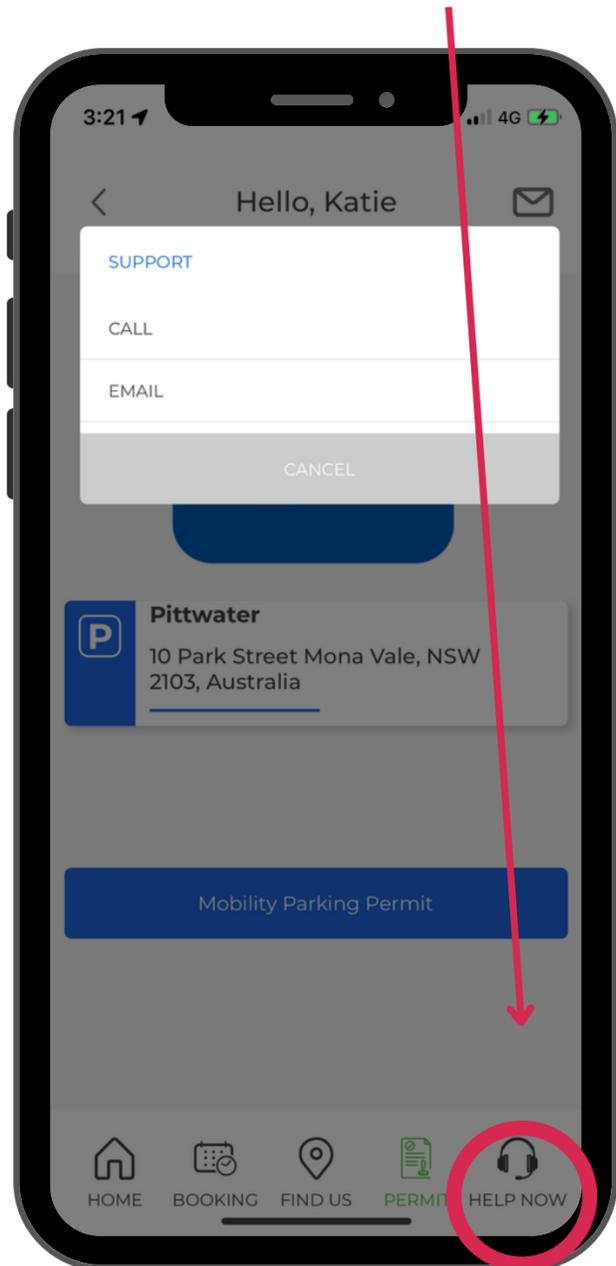
The screenshot shows the 'Add Permit Form' interface in the ZipBy application. The form is titled 'Add Permit Form' and includes the following fields:

- Permit and Carpark
- Terms and Conditions
- First Name :
- Last Name :
- Licence Plate :
- Retail Store :
- Image :

A red box highlights the 'Image' field and the 'Drop File to upload' area. A red arrow points from the text 'Attach a photo or file of your completed 'Proof of Employment' form.' to the 'Drop File to upload' area. The 'Save' button is also highlighted with a red box.

NEED ASSISTANCE?

For app and parking support, click the 'HELP NOW' to call or email to speak with an app representative.



Support contacts and general FAQ's are also available in the main menu.

