

Manage your Payment Methods & Subscriptions

Ready to add a credit card? The following guide will walk you through that!

Please note: Not all parking providers support this feature. If you don't see the 'Manage Credit Cards' option, you might want to reach out to your parking provider to request they enable this functionality.

Quick Steps:

1. Log in and click 'Manage Credit Cards'.
2. Follow the screen's instructions and hit 'Add Credit Card'.
3. You'll see your card and a "Credit Card successfully stored" message.

Heads up: If your parking provider allows it, you can setup your card to pay for items like temporary parking. **If they don't allow this**, your card can only be used for subscription term parking payments.

Detailed Steps

1. Login to your user account on the OPS-COM portal and click the 'Manage Credit Cards' menu.
2. Follow the instructions on the screen below and click the 'Add Credit Card' button.

Subscriptions

Text2Park Subscription

You do not have a card on file for Text2ParkMe. If you wish to use this service, you must add one now.

No Subscription Selected
Save

Permit Rollover Subscription

Subscription missing for rollovers.

No Subscription Selected
Save

Select "No Subscription Selected" to prevent the services from making charges to your account for that specific subscription. If no options are available, please add a payment method first.

Payment Subscription Options

Select Payment Type
GW: Moneris

Card Holder Name
John Doe

Card Number
4111111111111111

Card Expiry
12
2024

CVV
123

Subscription Payment Methods

3. The stored credit card will appear in the 'Stored Subscription Payment Methods' area and you will see "Credit Card successfully stored" in green.

Subscriptions

Text2Park Subscription

You do not have a card on file for Text2ParkMe. If you wish to use this service, you must add one now.

No Subscription Selected
Save

Permit Rollover Subscription

Subscription missing for rollovers.

No Subscription Selected
Save

Select "No Subscription Selected" to prevent the services from making charges to your account for that specific subscription. If no options are available, please add a payment method first.

Payment Subscription Options

Select Payment Type

Subscription Payment Methods

Stored Subscription Payment Methods

GW: Moneris: 4111*****1111
Card Expiry: 12/24
Remove

Subscription Setup

Some payment methods, such as Payroll Deduction and EFT cannot be setup by a user. Contact your parking provider to find out about setting these options up.

1. To add a payment subscription to Text2Park or Term Permits, click the drop down and chose your payment type from the list and click 'Save'.

Subscriptions

Text 2 Park Subscription

You do not have a card on file for Text2ParkMe. If you wish to use this service, you must add one now.

Save

GW: Moneris: 4111*****1111 Card Expiry: 12/19

Permit Rollover subscription

Subscription was set up by an administrator. Please contact them to change it.

Payroll Deduction

Add Payment Option

Select Payment Type

Add Payment Method

Stored Payment Methods

GW: Moneris: 4111*****1111
Card Expiry: 12/19

Remove

2. If you do not have a subscription selected or setup, this will be shown in the selection fields as seen below.

Subscriptions

Text2Park Subscription

You do not have a card on file for Text2ParkMe. If you wish to use this service, you must add one now.

No Subscription Selected

Save

Permit Rollover Subscription

Subscription missing for rollovers.

No Subscription Selected

Save

Select "No Subscription Selected" to prevent the services from making charges to your account for that specific subscription. If no options are available, please add a payment method first.

Payment Subscription Options

Select Payment Type

No Payment Type Selected

Subscription Payment Methods