Thurrock Council Parking Permits online

How to buy and use visitors' vouchers

To buy and activate parking permit visitors' vouchers, you must have either a valid residents permit or valid visitors voucher authorisation.

Go to www.thurrock.gov.uk/parking-permits and follow the link for the type of permit you need.

Use the '**My Account – parking permits**' to login to our parking permits service.
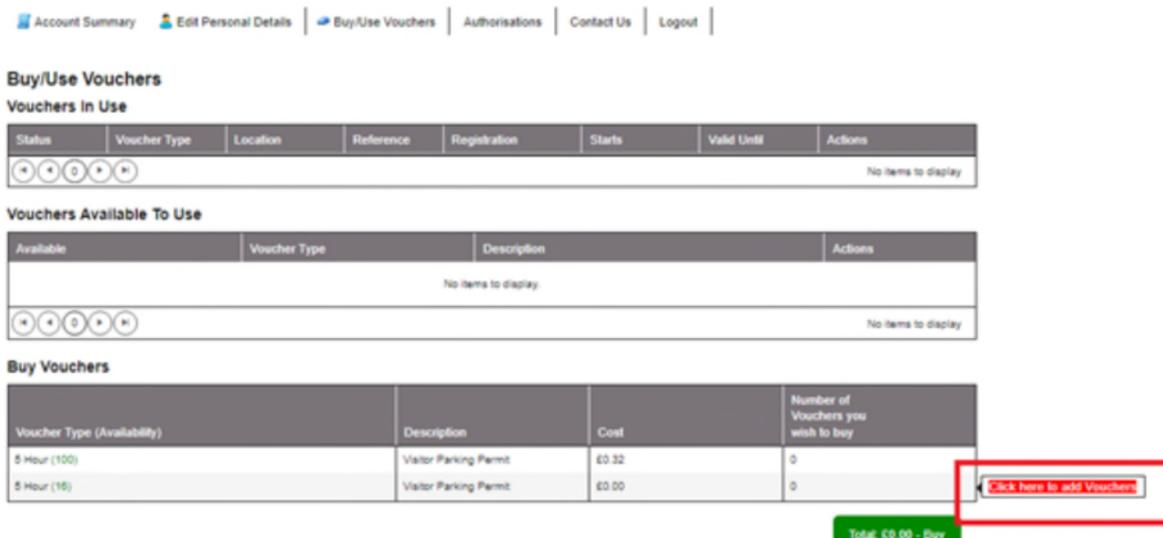
You should then follow the steps below.

1. From the options near the top of the screen, select '**Buy/Use Vouchers**'.

2. You will be presented with a 'Buy/Use Vouchers' screen. If you already have any 'Vouchers In Use' or 'Vouchers Available To Use', these will be listed for you.

   To buy new vouchers, go to the table below the '**Buy Vouchers**' heading. In the first column, find the 'Voucher Type' you need, then in the last column enter the 'Number of vouchers you wish to buy' of that type.

   You can claim a maximum of 9 vouchers at any one time.

3. After you've entered the number of vouchers, the total cost will be shown in the button below the table with the word '**Buy**'.

When you're satisfied that the number of vouchers you've chosen and the total cost are correct, use this 'Buy' button to go to the next screen.

Buy/Use Vouchers

Vouchers In Use

Status	Voucher Type	Location	Reference	Registration	Starts	Valid Until	Actions
⊲ ◁ 0 ▷ ⊳							No items to display

Vouchers Available To Use

Available	Voucher Type	Description	Actions
		No items to display.	
⊲ ◁ 0 ▷ ⊳			No items to display

Buy Vouchers

| Voucher Type (Availability)	Description	Cost	Number of Vouchers you wish to buy
5 Hour (100)	Visitor Parking Permit	£0.32	0
5 Hour (12)	Visitor Parking Permit	£0.00	4

Total: £0.00 - Buy

4.   You will next be shown a '**Terms and Conditions**' page. You must scroll down this page and at the end put a tick in the box next to where it says: "I agree that I have read, understood and will adhere to the conditions above'.

If you'd like to print these terms and conditions, use the 'Print Friendly' button first. Otherwise select the '**Continue**' button.
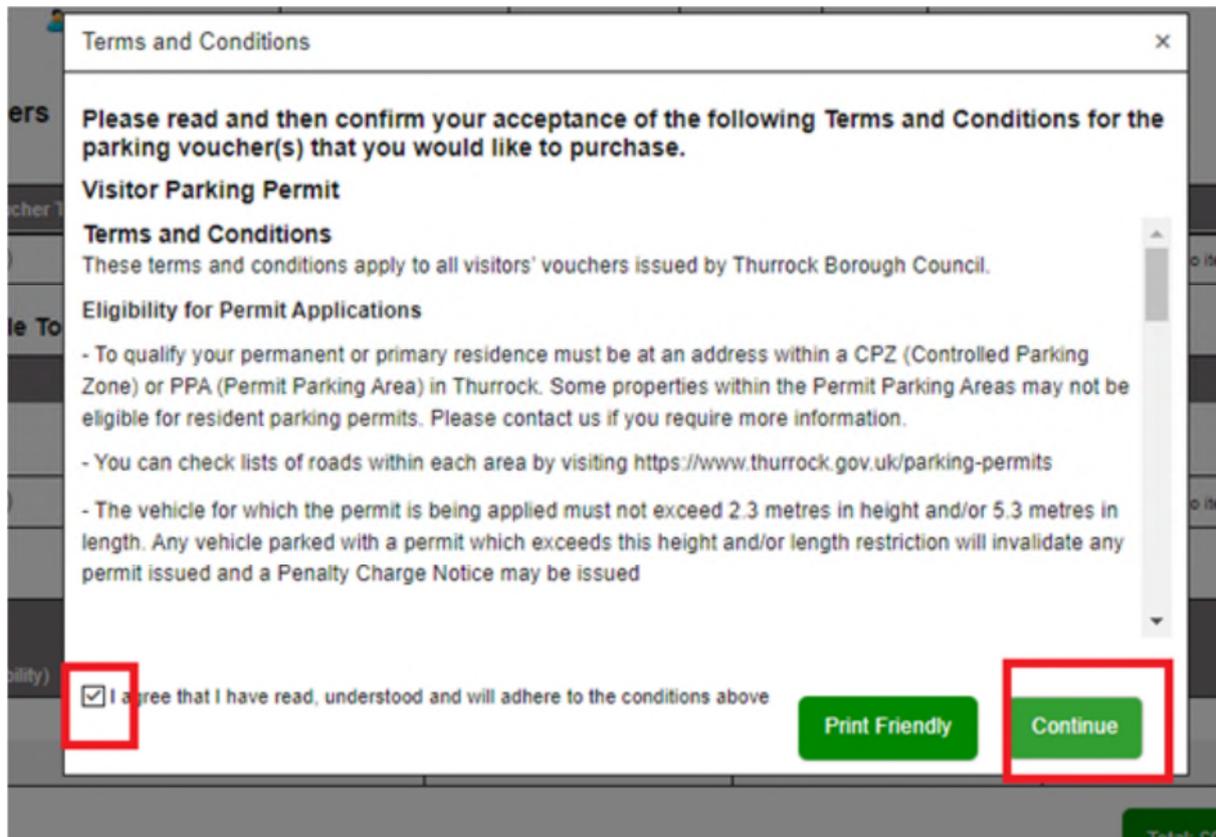
5.   You will then be directed to a secure online payment service where you can enter your debit card or credit card details.

Once your application is made and your fee paid, you'll be shown a message that says: '**Vouchers have been bought successfully**' – select '**OK**'.
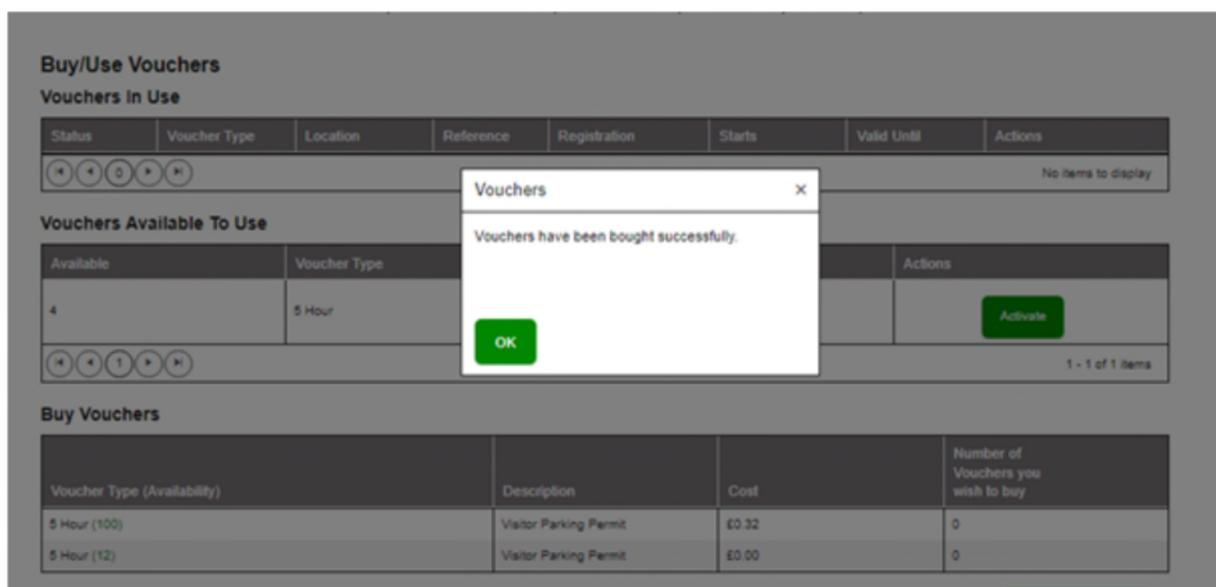
6. The vouchers will now appear on screen in the 'Vouchers Available To Use' table.

Buy/Use Vouchers

Vouchers In Use

Status	Voucher Type	Location	Reference	Registration	Starts	Valid Until	Actions
							No items to display

Vouchers Available To Use

Available	Voucher Type	Description	Actions
4	5 Hour	Visitor Parking Permit	Activate

1 - 1 of 1 items

Buy Vouchers

Voucher Type (Availability)	Description	Cost	Number of Vouchers you wish to buy
5 Hour (100)	Visitor Parking Permit	£0.32	0
5 Hour (12)	Visitor Parking Permit	£0.00	0

Total: £0.00 - Buy

7. To start using these vouchers when you're expecting a visitor, select the **'Activate'** button next to your available vouchers.

Buy/Use Vouchers

Vouchers In Use

Status	Voucher Type	Location	Reference	Registration	Starts	Valid Until	Actions
							No items to display

Vouchers Available To Use

Available	Voucher Type	Description	Actions
4	5 Hour	Visitor Parking Permit	Activate

1 - 1 of 1 items

8. You will be asked to provide the Vehicle Registration of your visitor's car, along the expected start date/time and end date/time that they will be parking. The screen will automatically include the code for the parking permit area ('Location') in which you live.

    When all the details are entered accurately, select the '**Activate**' button.

9. A message will appear on screen to confirm your vouchers have been activated, as you requested.

10. The activated voucher will now show in the 'Vouchers in Use' table on the screen.

Vouchers are valid for 5 hours.

You don't have to deactivate the voucher after your visitor leaves.