

Whitehorse City Council

379–399 Whitehorse Road Nunawading VIC 3131 Locked Bag 2 Nunawading VIC 3131

ABN: 39549568822

Telephone: (03) 9262 6333

Fax: (03) 9262 6490 NRS: 133 677 TIS: 131 450

customer.service@whitehorse.vic.gov.au

www.whitehorse.vic.gov.au

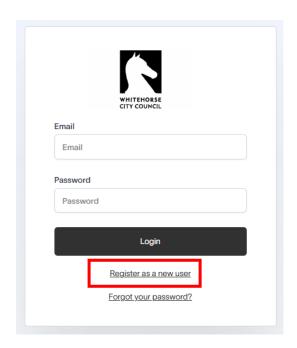
## **CREATING AN ePERMIT ACCOUNT**

Creating an ePermit account is quick, easy, and free. ePermits can be applied for via a browser on any web-enabled device (i.e. desktop PC, laptop, iPad, tablet).

## Logging into ePermits for the first time

Before you start applying for permits, you need to connect your online account to your address.

1. Go to https://whitehorse-epermits.orikan.tech/ssp/ and select 'Register New User' (if you don't already have an account)



- 2. Follow the email instructions to log in. If you don't receive the email, please check your Spam/Junk folder.
- 3. Once you log in to your ePermit account, enter your residential address.





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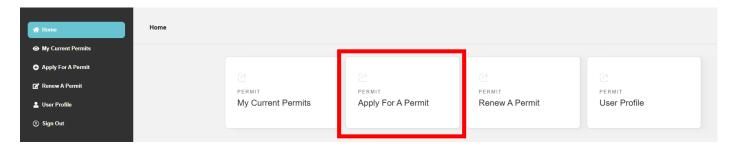
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4. If your address is not eligible for an ePermit, an error message will be displayed in a yellow box when you save your information and you will be unable to continue with the application.

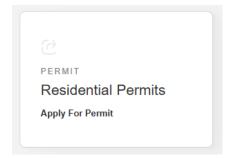
This address is not recognised as being in a Regulated Parking Permit Scheme Area and may not be eligible for parking permits.

If your property is in a permit area, the address you entered may not be the official address of the property.

5. Select 'Apply for a Permit'



6. Select 'Residential Permits'



7. Select either 'First Residential Permit', 'Second Residential Permit' or 'Third Residential Permit' from the permit type drop-down field





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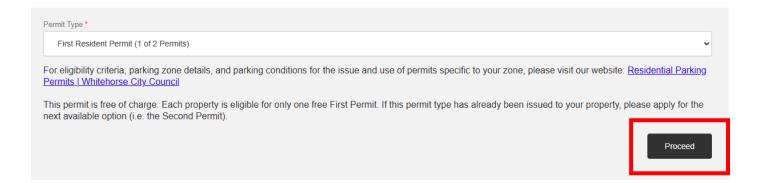
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## 8. Select 'Proceed' and complete your ePermit application



## Forgotten your password

If you have forgotten your password, select 'Forgot your password' on the ePermit sign-in screen. Enter your email address and select 'Reset'. You will receive an email with a link to update your password.

