

PARKING AT TPI4

STAFF, COACHES & SPEAKERS

PARKING & STAYING OVERNIGHT AT SHERATON

- Pull ticket upon arrival at parking garage
- **Tell front desk at check-in** you are parked at the special rate of \$15/day with our group
- Front desk will add the parking option to your room key card
- Use room key card to get in and out as much as you want
- Use room key card to make final exit on last day
- Fees will be charged to your incidentals credit card @ \$15/day
- Request itemized receipt from hotel and submit as proof of parking payment when requesting reimbursement after event

DRIVING TO SHERATON AND PARKING EACH DAY / NOT STAYING OVERNIGHT

- Pull ticket upon arrival at parking garage
- Validate ticket using the **self-serve validation machine at registration table** each day upon arrival
- Use ticket to exit at end of day
- Keep all tickets and submit as proof of payment when requesting reimbursement after the event

ALL COLLEGE ATTENDEES

PARKING AND STAYING OVERNIGHT AT SHERATON

- Pull ticket upon arrival at parking garage
- **Tell front desk at check-in** you are parked at the special rate of \$15/day with our group
- Front desk will add the parking option to your room key card
- Use room key card to get in and out as much as you want
- Use room key card to make final exit on last day
- Fees will go on the credit card for your room incidentals @ \$15/day
- Request reimbursement from your college

DRIVING TO SHERATON AND PARKING EACH DAY/NOT STAYING OVERNIGHT

- Pull ticket upon arrival at parking garage
- Validate ticket using the **self-serve validation machine at registration table** each day upon arrival
- When exiting at end of each day, you will be required to pay the discounted daily parking rate of \$15
- Keep all tickets and submit as proof of payment when requesting reimbursement from your college

**** The Texas Success Center does not cover parking expenses for any college attendees ****