First Time
Purchasing a Guest Shuttle Pass
Metro Routes Only

1. Visit [http://parking.gmu.edu](http://parking.gmu.edu)
2. Click on “Purchase a Permit”
3. Scroll down, click on “Get Permits”
4. Scroll down, click on “Guest Login”
5. Click on “create one”
6. Complete the information required to create a guest account.
7. Read the section “Purchase a Permit” and then click “Next”.
8. Complete your address information and then click “Next”.
9. Scroll down on the “Select Permit and Permit Agreement” page.
   - One of your choices will be the shuttle pass.
   - Click on the radio button next to it
   - Click that you have “read and understand the rules and regulations associated with
     the chosen permit.
   - Click “Next”.

| 1 | $4.00 / day | Mason To/From Metro Daily | -select- | -select- |

This permit is only valid on the Mason to/from Metro shuttle buses and is not valid
for parking. Does not guarantee seating. Seating is first come, first serve. No refunds
or exchanges for this permit once purchased. Permit is a printable permit; no permit
will be mailed to you. Please verify that you have entered the correct date before
submitting payment. A valid ID is required to use this permit. Name on the ID must
match with name on the permit.

10. Select a date and click “Next”.
11. Click “Next” (no vehicle information needed).
12. Pay and check out.
13. Be sure to print out your pass.

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