

How to renew your parking permit online

1. Using your web browser, go to <http://www.brooklinema.gov/975/Parking-Sticker-Online-Renewals>
2. Review the information on the page and then click the Online Renewals button



3. If you have not registered with the new online system yet, click the Register for an Account link.



IMPORTANT: If you have renewed online in the past, you **MUST** use the same email address in order for our new system to locate your licenses for renewal. Please contact us prior to registering if you have not renewed online in the past, or are unsure of your email address in our records.

4. Log into your account, then choose My Records under the Home option:

The screenshot shows the top navigation bar of a website. The 'Home' link is highlighted with a red box. Below it, a secondary navigation bar contains 'Dashboard', 'My Records' (highlighted with a red box), 'My Account', and 'Advanced Search' with a dropdown arrow. Below the navigation bar, there are expandable sections for 'Building', 'Board Of Health', 'Fire', and 'Parking'. The 'Parking' section is expanded, showing a table with two records. The first record is for 'Residential Overnight Parking Application' with status 'Issued'. The second record is for 'Residential Overnight Parking License' with status 'Active' and an expiration date of '12/31/2017'. A 'Renew Application' link is visible under the 'Action' column for the second record.

Date	Record Number	Record Type	Description	Project Name	Expiration Date	Status	Action
12/01/2017	STS-2017-000630-APP	Residential Overnight Parking Application		Online Renewal Test		Issued	
12/01/2017	STS-2017-000616	Residential Overnight Parking License			12/31/2017	Active	Renew Application

5. In the Parking list, locate the license to renew and click Renew Application link under Action

This screenshot shows a closer view of the 'Parking' section. The 'Action' column header is highlighted with a red box. The second record, 'Residential Overnight Parking License', has a 'Renew Application' link highlighted with a red box under its 'Action' column.

Record Number	Record Type	Description	Project Name	Expiration Date	Status	Action
STS-2017-000630-APP	Residential Overnight Parking Application		Online Renewal Test		Issued	
STS-2017-000616	Residential Overnight Parking License			12/31/2017	Active	Renew Application

6. Verify all information on Step 1 is accurate, then click the Continue Application button

The screenshot shows the 'Permit Details' page. Under the 'GENERAL INFORMATION' section, there is a label '* Police Sector Number:' followed by a dropdown menu showing 'Brookline Village'. At the bottom of the page, there are two buttons: 'Continue Application >' (highlighted with a red box) and 'Save and resume later'.

Permit Details

GENERAL INFORMATION

* Police Sector Number: Brookline Village

[Continue Application >](#) [Save and resume later](#)

7. Review Step 2, then click the Continue Application button

Permit Details

GENERAL INFORMATION

* Police Sector Number:

Brookline Village

[Continue Application »](#)

[Save and resume later](#)

8. Select the appropriate fee type for your license and enter "1" under Qty. To see your total, click Recalculate. Once all appropriate fee items are selected, click Continue Application.

Step 3: Pay Fees

Listed below are preliminary fees based upon the information you've entered. Some fees are based on the quantity of work items installed or repaired. Enter quantities where applicable. The following screen will display your total fees.

Application Fees

Fees	Qty.	Amount
Residential On-Street Day (enter # years)	<input type="text" value="0"/>	\$0.00
Residential Overnight Lot (enter # quarters)	<input type="text" value="1"/>	\$300.00

TOTAL FEES: \$300.00


Note: This does not include additional inspection fees which may be assessed later.

[Recalculate](#)

[Continue Application »](#)

[Continue Shopping »](#)

9. Follow the prompts on the payment screen to complete your transaction.

Contact Us

Payment Options | Payment Information | Review Payment

How would you like to pay?

How much would you like to pay?

Pay Full Invoice \$300.00

[Continue to Payment Information »](#)

Payment Summary

Invoice #	Amount
490548	\$300.00
SUBTOTAL	\$300.00
GRAND TOTAL	\$300.00

Any applicable service fees and/or discounts will be displayed before processing your payment