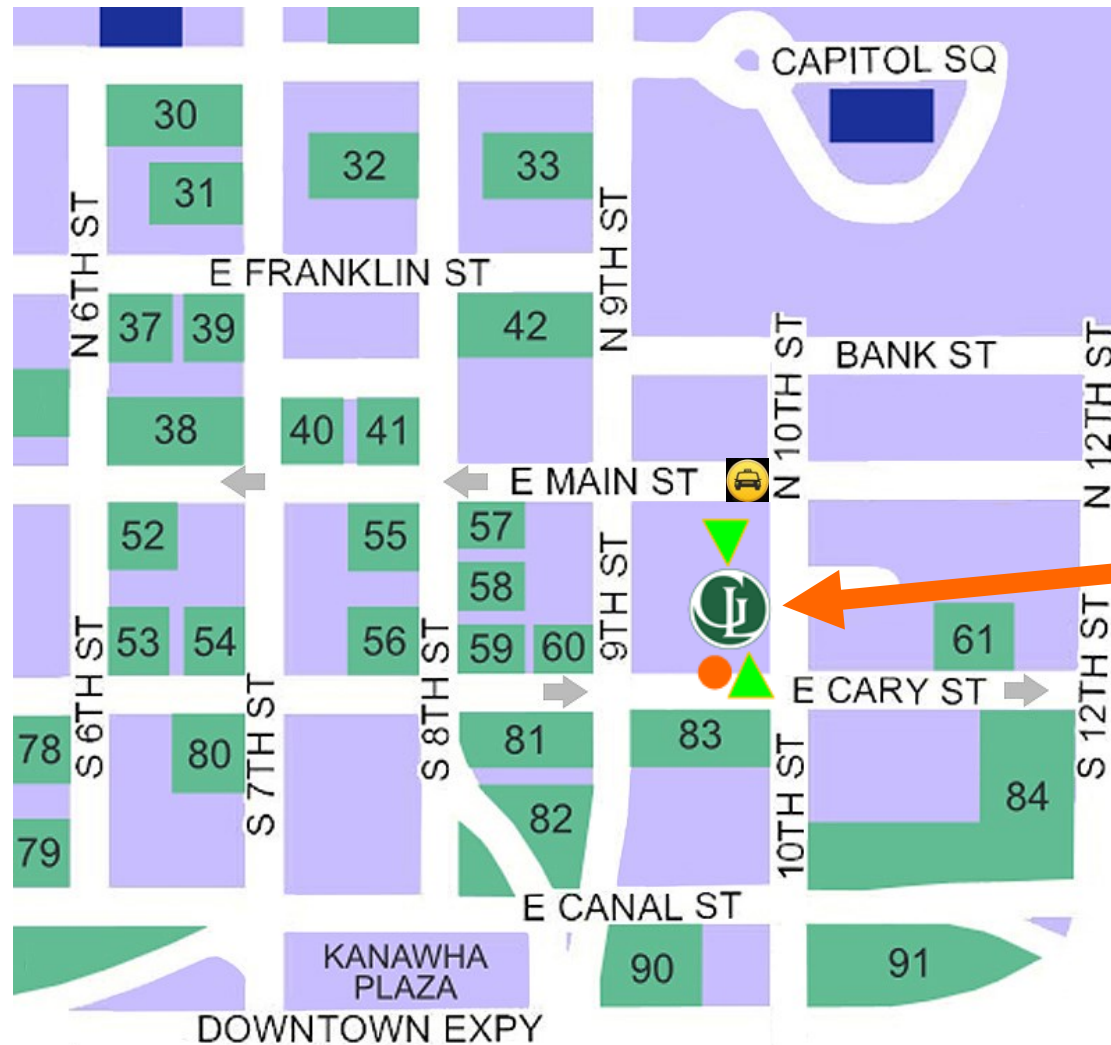


PARKING MAP







GENTRY LOCKE
Attorneys

CITY GARAGES



RICHMOND OFFICE

Parking issues when visiting our Richmond office? Call (804) 297-3700 or (866) 983-0866 and we will do our utmost to assist you.

-  Parking for visitors in garage under building*
-  Public parking garages, numbered by the city
-  Entrance doors
-  Ideal area for cab or ride share pickup

We are inside SunTrust Center:
919 E. Main Street, Suite 1130
Richmond, VA 23219

* Gentry Locke provides parking stickers for clients and visitors who park in the under-building parking garage.

Enter at the SunTrust Bank lobby (Main Street side), or the door adjacent to the under-building parking (Cary Street side).



GENTRY LOCKE
(804) 297-3700
Attorneys

Richmond On-street Parking

- The time limit for on-street locations requiring payment is noted on single space meters and metered pay station kiosks. In some parking areas, the time limit restriction is only noted at the pay station kiosk.
- **Watch for mounted signs.** There are times during the day, such as peak traffic times of 7:00 a.m. to 9:00 a.m. and 4:00 p.m. to 6:00 p.m., when parking is not permitted, even though a parking meter may be at that location. When present, mounted parking signs override the parking station options. Another sign which overrides a parking station purchase and meter location is a permanent street cleaning sign.

How to use PAY BY PLATE parking station kiosks:

1. Press any key on the keypad to activate the display screen.
2. Enter your complete license plate number (do not skip numbers or letters and do not abbreviate).
3. Choose the option to "Pay for a Ticket." Rates are listed on the screen. Choose the amount of time you need. Press the OK button at lower left on the keypad.
4. Follow the on-screen instructions to add time, then insert bills, coins, or a card when prompted to do so.
5. Press the OK button to obtain a printed receipt. It's not required but can help you remember the expiration time. Or, press "Cancel" and enter your mobile number when prompted to receive a text message reminder.

Report pay station issues to **SP+** at **(804) 649-3025**, or you can report issues to a Parking Enforcement Officer if one is patrolling the area.



The PassportParking® mobile phone parking app allows motorists to pay for parking right from their smartphones. Users can download the app from the App Store or Google Play. After downloading and setting up an account, which requires the mobile phone number and car description to be provided, a four-digit pin will be given. When parking, users provide the following information:

- The parking zone, which is listed on a mounted sign
- The car being parked, the length of parking time needed, and the payment method

Once the system confirms the transaction, the parking session begins. Reminders can help avoid parking citations. Learn more at **PPPrk.com**.