

Add Individuals to Group Account

1. Have individual(s) create an account
2. Visit bnmc.t2hosted.com
3. Log into group account
4. Under “Permits”, select “Parking Requests”



5. Under Parking Requests- select “Add Additional Parkers to Group Account”
6. In field box, enter parkers name and type of permit (if you want to select permit type for them)
7. BNMC processes request:
 - a. If new account: After creating their account the parker will need to log into their account, select permit type, agree to terms and conditions, enter vehicle information.
 - i. Activation/Security Deposit will be charged to group account if parker going into group account immediately from signup.
 - b. If Parker already has an active permit: BNMC will switch billing to Group Account, nothing needs to be done on parkers end, they will automatically be switched to be billed through Group.