How to reload (add value to) a multi-day parking pass

1) Parking permit and pass purchases – including reloading a multi-day pass – take place in the Transportation Services eBusiness purchasing portal: [https://go.wisc.edu/tsebusiness](https://go.wisc.edu/tsebusiness) or [https://uwtransservices.t2hosted.com/cmn/auth_ext.aspx](https://uwtransservices.t2hosted.com/cmn/auth_ext.aspx)

2) **Log in to your account.** Use your NetID or UW Health login.

3) Look underneath “Permits” and select “View Your Permits.”

4) **Select the multi-day pass** to add value onto. Click the number starting with “22MDP.”
5) **Click “Add value” at bottom of page.**

![Click Add Value](image)

Step 5 - Once in the pass details, click “Add Value”

6) **Use the dropdown to select how much value to add** (value is a day of use -- $8 per day). *(Please note: multi-day passes are not refundable. Only add value you are confident you will use; you can always add more in the future.)*

Click “Next” after you are satisfied with the amount of value you want to add. You will then pay for your purchase with a credit or debit card.

![Select Value](image)

Step 6 - Select the amount of value (number of days) you want to add, then click “Next”

7) **After payment is complete, you are ready to go!**

You can return to your pass’s information page (Step 4 and 5) to confirm how much value is on your multi-day pass now. You can also check how much value is on your multi-day pass after you scan the pass when exiting a gated facility.

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