

# Parking Information

## Metropolitan Square

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655 15th St, NW, Washington, DC 20005





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## Monthly Parking

### How do I sign up for Monthly Parking?

You may use the following link or QR Code to sign up!

[Metropolitan Square Parking](#)



After you sign up, LAZ will provide you with an access card to access the garage. We strongly recommend you keep the card with you when you use the garage. Please note the access card is only to be used if the system fails to read your license plate numbers.

# Monthly Parker Procedures

## How do I use the system if I'm a monthly parker?

- The system utilizes License Plate Recognition (LPR) at the entrance/exit.
- Pull into the garage and wait for a moment right next to the ticket spitter.
- The system reads most license plates, except license plates with special characters. The system also reads only front license plates.
- If, for any reason, the system does not read your license plate, use your access card.
- Do not pull a ticket to come in! If, for any reason, you pull a ticket, please reach out the location manager or LAZ team.
- Do not tailgate the vehicle in front of you. Wait until the vehicle in front of you has cleared the loop/gate arm area and has pulled into the garage.
- Parking pass is not transferable, but you may register two or more vehicles and park only one vehicle at a time.

# Anti-Passback Security

## What is anti-passback?

Anti-Passback is a feature that can be used to prevent users from passing their credential back for another user to borrow and to stop users entering an area by simply following or tailgating another user. This feature will also apply when monthly parkers that enter/exit without the correct method of access (i.e., LPR, Prox card) they have been instructed to use as their primary method of access. If you have experienced this, please contact the garage manager at 202-438-3749 or e-mail [wtessera@lazparking.com](mailto:wtessera@lazparking.com).

# Transient Parker Procedures

## How do I use the system if I'm a transient parker?

- Pull into the garage on F St. side of the garage and pull a ticket.
- Do not tailgate the vehicle in front of you. Wait until the vehicle in front of you has cleared off the loop and has pulled into the garage.
- You can pay at the pay stations located on F St. and G St. exits before returning to your vehicle.
- Or upon exiting, scan your ticket at the exit gate and pay with a credit card. The gate will then allow for your exit.
- If you have any issues, press the intercom button for assistance.
- Please note G St. is monthly parking entrance only

# Validations

## Can I validate parking for my visitors?

We are able to provide pre-paid chaser tickets for you. You pay in advance and purchase any number of chaser tickets for your visitors. Visitors can pull ticket upon entry to garage. Upon exit, they scan the ticket they pulled. Amount will be displayed. They will then scan the chaser ticket and the fee will be validated and gate arm will open for them.

# Using the Online Parking Portal

## Can I utilize the parking portal for reservations and validations?

You also have the option of having access to the firm base portal reservation/validation system that has a fee. With this feature, you can reserve/validate space for your visitor in advance. Please reach out to your tenant contact person to use the portal.

# E-Commerce/Online Parkers

Scan your QR code or validation to access the garage. If the scanner does not read your QR, pull a ticket and use your QR by the exit.

# Questions

## Who can I call if I have questions?

Name	Title	Email	Phone
Wossen Tessera	Facility Manager	<a href="mailto:wtessera@lazparking.com">wtessera@lazparking.com</a>	(202) 438-3749
Tadesse Haile	Operations Manager	<a href="mailto:thaile@lazparking.com">thaile@lazparking.com</a>	(202) 702-5833
After-Hours Emergency Number			(301) 421-4990

- Garage office is located on the P1 Level near the F St. entrance/exit