

FACT Sheet

Casual car parking in Carpark Two at Cannon Hill

Accessing and setting up the Parkable app

1. Request access to the Parkable app by sending an email from your **work email** to carparking@endeavour.com.au. Use the subject line "Request to access Carpark Two." Once you have been given access you will receive a welcome email and invitation link to download the Parkable app customised to private parking for Endeavour Foundation employees at 23 Corporate Drive, Cannon Hill.
2. You will receive an automated email with an invitation link to download the Parkable app. If you are viewing on your desktop, use your phone to scan the QR code to open the invitation or if viewing the email on your phone, open from there.
3. Create your Parkable account and ensure you:
 - use your work email address. (Parkable will not give access to the private booking for 23 Corporate Drive car park to apps registered with a non-Endeavour Foundation email address.)
 - add your license plate numbers.
 - turn on Parkable app notifications in your account settings.
 - nominate the credit card details you wish to use to pay the \$6 daily parking rate.
4. Open the Parkable app on your phone, the carpark shown on the map will be the carpark at 23 Corporate Drive, Cannon Hill. You can request bookings for a carpark space up to four months in advance. See [Parkable's Fairer Sharing system](#) for further details.
5. You will receive a confirmation email and app notification every Friday at 1pm of either your confirmed or wait-listed booking for the following week.

NOTE – if you already use Parkable for private parking, you will need to accept the invitation and switch profiles within the app to use the work profile. To switch between your personal and work profile on Parkable you need to sign out of one profile and log into the other profile as detailed below:

- Go to the three horizontal lines in the top left corner
- Select account settings
- Scroll to the bottom and select "Log Out"

They can then sign in as the account they need to (personal or work) and then switch back when they are done.

Using the Parkable app

1. To park on your scheduled date, enter the driveway at 23 Corporate Drive (to the right of the main entry to Support Centre), come to a stop before the gate and open the Parkable app, start your session and press the 'open gate' button that will appear in the app to open the gate (You can start your session 30 minutes prior to entering the carpark)
2. Park in your allocated space
3. When exiting, the boom gate will open automatically.
4. If you need to temporarily leave the carpark during your active daily session you can. When you return, drive up to the boom gate, open the app and use the 'open gate' button again.
5. If you don't log out of your session at the end of the day, you will be automatically logged out on the night of the active session.

Five tips for parking in Carpark Two and using Parkable

1. Carpark two is located on the lot next door to the main entry of the Cannon Hill Support Centre between 33 and 23 Corporate Drive. The carpark is at street level and is the top storey of a two-storey carpark.
2. Make sure you have Bluetooth turned on, for your phone to be able to activate the 'open gate' button in the Parkable app
3. Ensure your good parking behaviour is recognised by the Parkable app algorithm by:
 - parking in your allocated bay for the booking date.
 - cancelling any bookings, you aren't using so someone else can book the spot.
4. You can request an instant booking for same day parking even if you don't have a confirmed advance booking. To do this, open the app, if the 'Start parking' button is green you can begin a 'parking session' if it is grey there is no parking available, but you can continue to check throughout the day in case someone has cancelled a booking.
5. If someone is in your casually assigned or allocated bay, you can report a problem via the app and get reassigned to another bay.

Contacts and further information

Please see resources below for more information about parking in Carpark Two:

- [FAQs for casual parking in Carpark Two](#)
- [Parkable's Fairer Sharing system](#)

If you have any further questions, please contact carparking@endeavour.com.au