**Issue 2** – May 20, 2020

## elicensing Information Q&A

# How was the vendor selected for the new elicensing system?

Manitoba undertook an open and transparent tendering process in the selection of the vendor to complete the design and implementation of the new elicensing system.

# Where can I purchase a Park Vehicle Permit or Park Bus Permit to enter into Provincial Parks?

There are three ways to purchase a Park Vehicle Permit.

- Manitoba elicensing website general public access to an online system through a computer (e.g. at home, mobile phone, tablet, etc.). A printer is required to print your permit at home.
- In person at participating retailers, Manitoba
   <u>Conservation and Climate offices and parks</u> for those individuals who do not have a printer or need alternate payment methods (cash/debit).
- By phone through the elicensing Help Desk at 1-877-880-1203, from 8 am to 9 pm, 7 days per week for those individuals who do not have online connectivity however who can pay by credit card.

No matter how you purchase, whether online, in person, or over the phone, the permit is printed on regular paper and there will be a **\$4.50** administration fee applied to every Park Vehicle Permit sold. The administration fee is directed towards the hosting, maintaining and

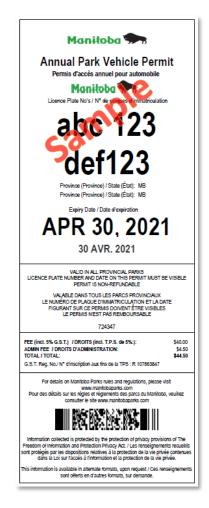
supporting of the new elicensing system that is being managed by a third party vendor on behalf of government.

#### How many licence plates can I register on one vehicle permit?

For an Annual Park Vehicle Permit, you are allowed to add a maximum of 2 licence plates.

For a Daily Park Vehicle Permit (1 day) or a Casual Park Vehicle Permit (3 day) permit you are only allowed to have 1 licence plate identified.

## Image of Annual Park Vehicle Permit below:



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#### What information do I need to buy a Park Vehicle Permit online?

You will be required to set up a Customer Account (including: Name, Address, DOB, phone number, email address, and one piece of personal identification). A Customer Account is required as it allows you to log in at a later time to reprint your permit, or purchase additional permits and licenses.

Once you have completed the required fields, you will be requested to add a licence plate number. Park Vehicle Permits are only valid for the date(s) and licence plate(s) listed on the permit.

Note: If at the time of purchasing your annual park vehicle permit, you only list one licence plate number, a second licence plate number can be added by contacting the elicensing Help Desk at 1-877-880-1203.

## Can I print two permits and use in two separate vehicles at the same time for my Annual Permit?

Yes, the Park vehicle passes would only be valid in the vehicle(s) that the licence plate(s) are attached to. The licence plate must be visible in the window for verification by an Officer.

#### If I obtain a new licence plate, will I need to buy a new park vehicle permit?

Yes, you would require a new park vehicle permit, or add to the existing permit if the option is allowed (e.g. an annual park vehicle permit that only has one licence plate number currently registered has the capability of having a second licence plate number).

#### What happens if my annual park vehicle permit gets lost or damaged?

Whether or not you purchased your annual permit online or through a retail outlet, this purchase is tied to your profile. Therefore, you can reprint it whenever it becomes damaged or illegible simply by signing into your customer profile.

Daily and Casual permits can be reprinted if they were purchased using your online profile. If you purchased it at <u>a retail vendor or government office</u>, the purchase is not linked to your profile and you will have to purchase a new one.

#### How do I display my park vehicle permit?

The top section of the permit with the license plate and expiry date must be clearly displayed in your windshield. The bottom portion may be folded or hidden from view. You can affix the permit in the corner of your windshield, or to an old mirror tag if desired, as long as the permit is still clearly visible.

For more information on elicensing, please visit www.manitobaelicensing.ca.

Any additional questions can be directed to <a href="mailto:elicensing@gov.mb.ca">elicensing@gov.mb.ca</a> or call 1-877-880-1203.