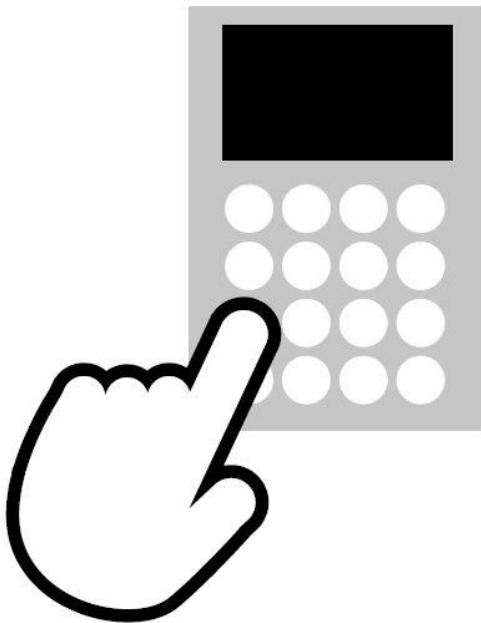# Using chip and PIN to pay for parking
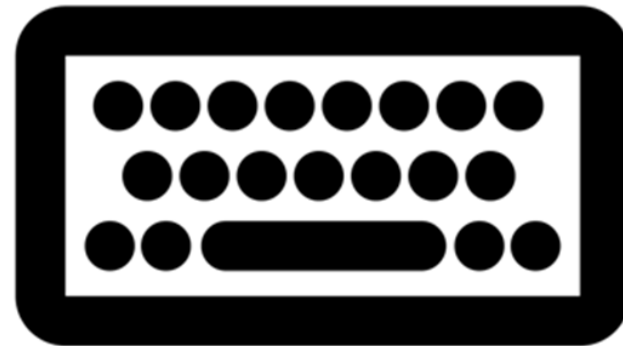
Before you begin…

All of the new pay-and-display machines have a keyboard for entering information.

The keyboard allows a driver to provide details about their vehicle and select the amount of time they wish to pay for.

Do not worry about which keys to press – the instructions in this guide will explain. Helpful prompts will also be shown on the machine's screen.
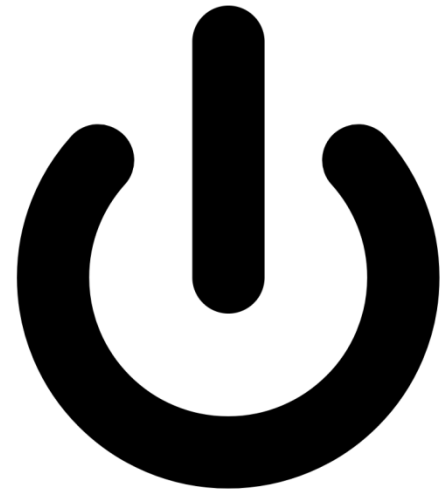
Before you begin…

To save energy, a machine that has not been used for a long time may switch itself off.

When this happens, the machine will show a blank screen instead of displaying the time and date.

To wake a machine from standby, press the power button in the bottom-left corner of the keyboard.
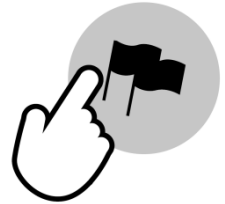
You may need to wait a short while before the machine will allow you to enter any information.

Chip-and-PIN payments

Select language
- Make sure the correct language is showing on the screen. **If you need to change it**, press the language selection (flag) button.

Type in your number plate
- Use the keyboard to enter your vehicle registration. If you make a mistake, press the orange arrow button to go back to the wrong number or letter.
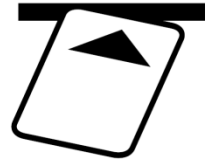
Confirm the registration number
- When you are happy that the registration number you entered is correct, press the green (tick) button.

Chip-and-PIN payments

Insert your card

- Push your credit or debit card into the card slot. The machine accepts American Express, Visa (debit and credit), MasterCard and Maestro.

Add the time needed

- Use the blue buttons to enter the hours you want to pay for. Each press of the single-cross button adds time. The button with two crosses adds the maximum allowed time. The minus button reduces the number of hours.

Confirm the registration number

- When you are happy that the amount of time you entered is correct, press the green (tick) button.
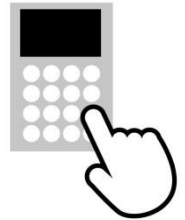
Chip-and-PIN payments

Enter your PIN
- Enter your card's PIN using the keypad next to the card slot. The 'Clear' key can be used to correct any mistakes.

Confirm your PIN
- After entering the correct PIN, press the 'Enter' key on the keypad.

Take your ticket
- The machine will print your ticket. You must display this on the dashboard of your vehicle to avoid receiving a Penalty Charge Notice (PCN).

[End of instructions]