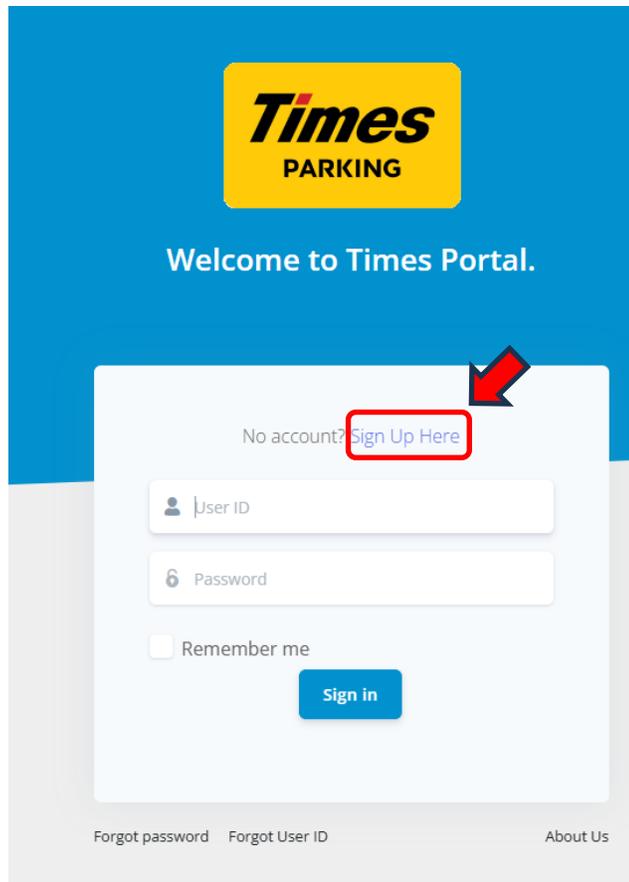


TIMES PORTAL SYSTEM

1. SIGNING UP

- Go to <https://season.times24.com.sg/>
- Click "SIGN UP HERE"



No account? [Sign Up Here](#)

User ID

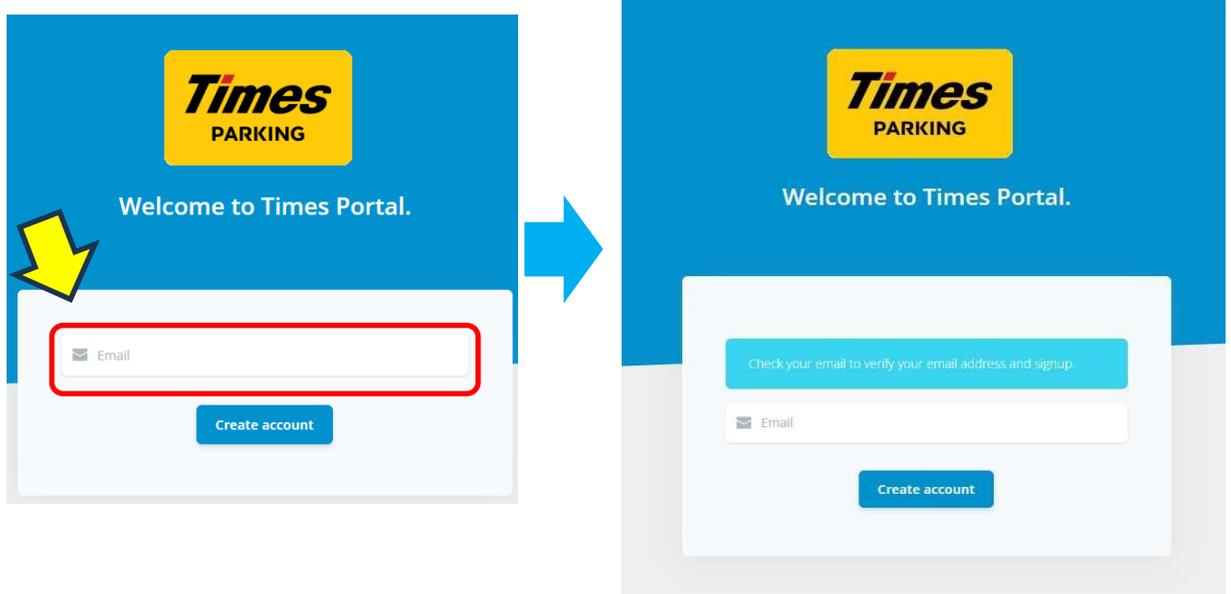
Password

Remember me

Sign in

[Forgot password](#) [Forgot User ID](#) [About Us](#)

- Next, key in your email address and click "CREATE ACCOUNT".



Times PARKING

Welcome to Times Portal.

Email

Create account

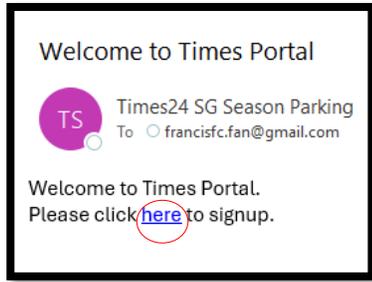
Check your email to verify your email address and signup.

Email

Create account

- Then, check your email to verify your email address and sign up.

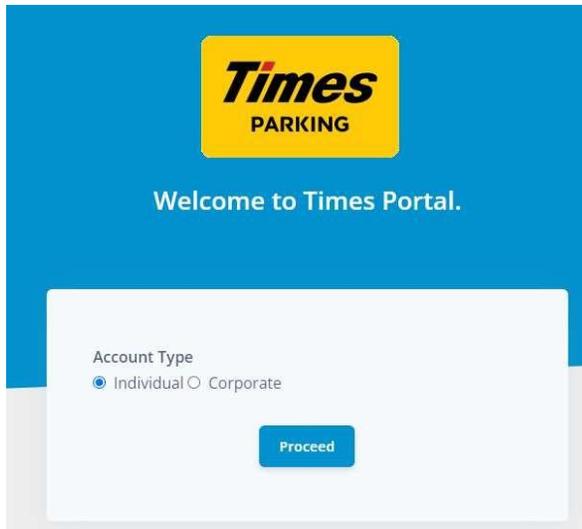
- Click "HERE" to sign up.



- And link with re-direct you to TIMES PORTAL.

2. CREATING AN ACCOUNT

- Choose Individual for Personal account.
- Choose Corporate for account under Company.
- Click "PROCEED".



- Complete all the required details
 - USER ID is your email address.
 - Full Name, Last 4 digits for NRIC, Contact Number, Corresponding Address, Car Plate Number, Password.

A screenshot of the Times Parking website showing the "Individual Account Information" form. The background is blue with the "Times PARKING" logo and "Welcome to Times Portal." text. The form has a white background and contains the following fields:

- "User ID*" with an empty text input field.
- "Full Name as per IC*" with an empty text input field.
- "Email*" with a text input field containing "francisfc.fan@gmail.com".
- "Secondary Email" with an empty text input field.

Home Contact Mobile Contact

Company Name

Company Address Line 1*

Company Address Line 2

Company Address Postcode

Corresponding Address Line 1*

Corresponding Address Line 2

Corresponding Address Postcode

Date of Birth Gender Male Female

Car Plate Number*

Password*

Confirm Password*

By signup you agree to the [terms and conditions](#)

- After filling up the required details, click "SAVE" and Portal will ask you to log-in again.

3. **LOGGING IN**

- Note: **USER ID is your email address.**

Times
PARKING

Welcome to Times Portal.

No account? [Sign Up Here](#)

Remember me

- Profile will look like this:

Times PARKING

My Account

My Profile

Change Password

Payment

Payment History

Parking Subscription

Subscriptions List

IU

Logout

Subscription

CAR PARK	TOTAL
Starhub Green	1

Pending Subscription

CAR PARK	TOTAL
----------	-------

Pending Change Parking Product

CAR PARK	TOTAL
----------	-------

Pending Termination

CAR PARK	TOTAL
----------	-------

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4. SUBMITTING THE PARKING SUBSCRIPTION ALSO KNOWN AS “SEASON APPLICATION”.

- Go to Parking Subscription

Times PARKING

My Account

My Profile

Change Password

Payment

Payment History

Parking Subscription

Subscriptions List

IU

Logout

- Click **NEW PARKING SUBSCRIPTION.**

Parking Subscriptions

New Subscription

Filtering

Car Park / Code

Parking Product Name

IU No.

Vehicle No.

Status

Filter Clear

- Read and acknowledge the Terms & Condition.
- **Tick the box and Click NEXT.**

New Seasoned Parking Subscription

Terms and Conditions

[Terms & Condition](#)

I agree to the Terms & Conditions

Next **Back**

- From there, search the car park. Choose the category if tenant or non-tenant. And click "CONTINUE".

New Seasoned Parking Subscription for Corporate

Select a Car Park

Please select a carpark

Category

Tenant Non-Tenant

Continue

- After that –complete info will be shown.
 - o Choose the Parking Product.
 - o Key in the quantity (# of vehicles).
 - o Starting date – require 2 days.
 - o Choose your preferred billing cycle.
 - o Attached required documents (vehicle log card, Tenancy agreement if needed).
 - o Once completed -tick the "I hereby agree on the subscription".
 - o And click Submit.

New Seasoned Parking Subscription for Corporate

Select a Car Park: 12 Ang Mo Kio St 65

Category: Tenant Non-Tenant

Continue

Parking Product: Select a product

Access Method: [Empty]

Quantity: 1

Starting Date: Select starting date

Billing Cycle: Select billing cycle

Total: [Empty]

Remove

PARKING BAY NO.	VEHICLE NUMBER	IU NUMBER	IU HOLDER NAME	FILE NO.	DOCUMENT TYPE	DOCUMENT
Please select a parking product			Please select a parking product			

Add Parking Product

I hereby agree on the new subscription

Submit **Reset** **Back**

Parking Product: Tenant MBIke | Access Method: IU No | Quantity: 1 | Starting Date: 2024-07-18 | Billing Cycle: Monthly | Total: 24.68

PARKING BAY NO.	VEHICLE NUMBER	IU NUMBER	IU HOLDER NAME	FILE NO.	DOCUMENT TYPE	DOCUMENT
1				1	Tenancy Agreement	Choose File No file chosen

[ADD FILE](#)

- It will show Pending and wait for the approval.

Parking Subscriptions

[New Subscription](#)

Filtering

Car Park / Code:

Parking Product Name: IU No.:

[Filter](#) [Clear](#)

CAR PARK	CUSTOMER NAME
00052 12 Ang Mo Kio St 65	ADMIN 6160197
Pending	-
Unpaid	

5. MAKING A PAYMENT AFTER SUBSCRIPTION IS APPROVED/ RENEWAL PAYMENT.

1. Go to “My Account” and click on “Payment”.

Times PARKING

- Dashboard
- FAQ
- My Account
- My Profile
- Change Password
- Payment**
- Payment History
- Subscription
- Logout

Subscription

CAR PARK	TOTAL

Showing 1 to 1 of 1 results

Pending Subscription

CAR PARK	TOTAL

Showing 0 of 0 results

Pending Change Parking Product

CAR PARK	TOTAL

Showing 0 of 0 results

Pending Termination

CAR PARK	TOTAL

Showing 0 of 0 results

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2. Generate the Proforma Invoice first.

Times PARKING

Welcome, Michelle Santos

My Account

- My Profile
- Change Password
- Payment
- Payment History

Parking Subscription

- Subscriptions List

Logout

Pending Payments Payment History

	CAR PARK	PAYMENT DUE DATE AMOUNT DUE (S\$)	PARKING PRODUCT BILLING INFO	
	Bedok Community Centre 00005	2023-06-09 154.43	Tenant Car Monthly Parking Fee 06/2023 63.59 Monthly Parking Fee 07/2023 90.84	Pay Now Generate Proforma Invoice

© 2023 Times

3. Then tick the circle button on the right side and click the “Paynow” button after.

Pending Payments Payment History

	CAR PARK	PAYMENT DUE DATE AMOUNT DUE (S\$)	PARKING PRODUCT BILLING INFO	
<input checked="" type="radio"/>	Starhub Green 00038	2024-07-31 1177.20	Tenant Car Monthly Parking Fee 08/2024 1,177.20	Pay Now P.INV00038-11201

Select Payment Method

Customer Name: TIMES24 Singapore Pte Ltd
 New Account Number: 6160197
 Old Account Number: -
 Carpark: 00038 - Starhub Green
 Payment Due Date: 2024-07-31
 Parking Product: Tenant Car

BILLING DATE	PAYMENT TYPE	AVERAGE RATE (S\$)	QUANTITY	AMOUNT DUE (S\$)
2024-08-01	Monthly Fee	130.80	9	1,177.20

Total Amount to Pay : S\$

ePayment Save

- Next, click the “ePayment”. It will direct you to **2C2P**.
 - Choose the preferred payment option and follow the instructions accordingly.
- **Note that some payment options are not yet available hence they are temporarily disabled.**



Times24 Singapore Pte Ltd
8197907800038
1,177.20 SGD

English ▾

There are **12** payment options available for you!

MOST RECENT



CARDS

GLOBAL CARD 

CARD NUMBER
0000-0000-0000-0000

EMAIL ADDRESS

QR PAYMENT 

WEB PAY / DIRECT DEBIT 

6. VIEWING PAYMENT HISTORY

1. Go to "My Account" and click on "Payment History"

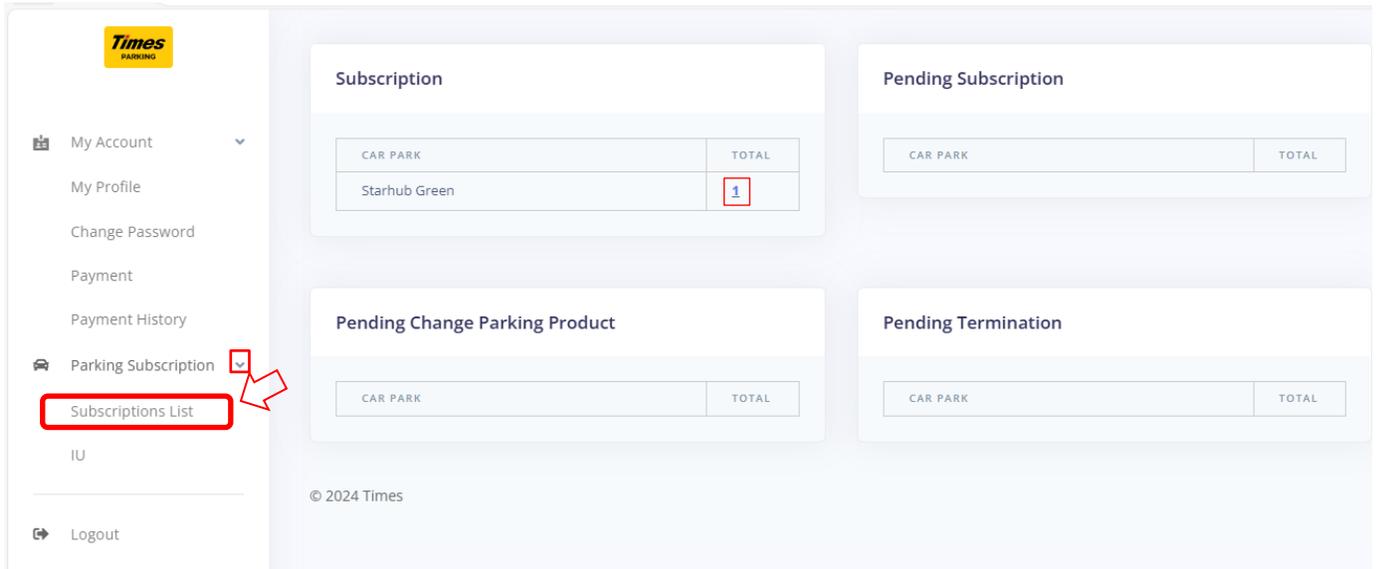
The screenshot shows the Times Parking user interface. On the left, a navigation sidebar lists various options: Dashboard, FAQ, My Account, My Profile, Change Password, Payment, **Payment History** (highlighted with a red box), Subscription, and Logout. The main content area is divided into four panels, each containing a table with columns for 'CAR PARK' and 'TOTAL'. The panels are: 'Subscription' (showing 1 to 1 of 1 results), 'Pending Subscription' (showing 0 of 0 results), 'Pending Change Parking Product' (showing 0 of 0 results), and 'Pending Termination' (showing 0 of 0 results). A copyright notice '© 2022 TIMES' is visible at the bottom left of the main content area.

2. Record will be shown and you will be able to download the invoice and receipts.

CAR PARK	PARKING PRODUCT SUBSCRIPTION ID STARTING DATE	PAYMENT DATE AMOUNT PAID (\$\$) RECEIPT NO.	BILLING MONTH / YEAR / PAYMENT TYPE PROFORMA INVOICE NO. INVOICE NO. / DEBIT NO. / AMOUNT (\$\$)
Starhub Green 00038	Tenant Car 92713468 2023-10-01	2023-09-11 1296.00 OR00038-10075	Oct / 2023 / Monthly Fee P.INV00038-10109 INV00038-100083 / 1296.00
Starhub Green 00038	Tenant Car 92713468 2023-10-01	2023-10-23 1296.00 OR00038-10175	Nov / 2023 / Monthly Fee P.INV00038-10244 INV00038-100219 / 1296.00

7. HOW TO SUBMIT TERMINATION

1. a. To apply termination, click on ① / click on the dropdown of "Parking Subscription" and "②Subscription List"



2. After entering the parking subscription page, click on "Change / Terminate"

Welcome, ADMIN

Parking Subscriptions

[New Subscription](#)

Filtering

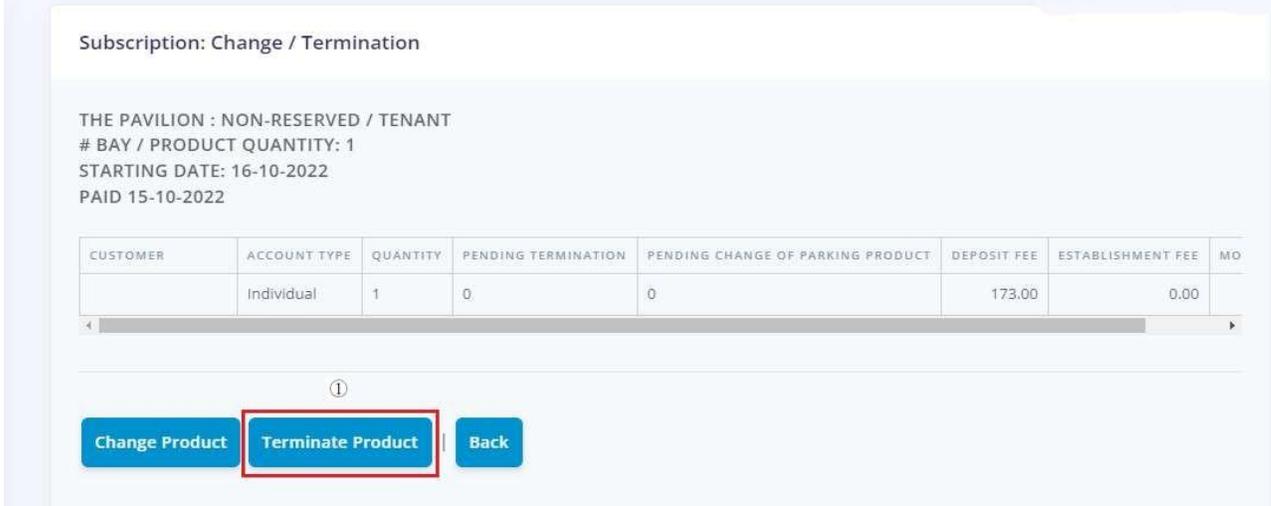
Car Park / Code

Parking Product Name IU No. Vehicle No. Status

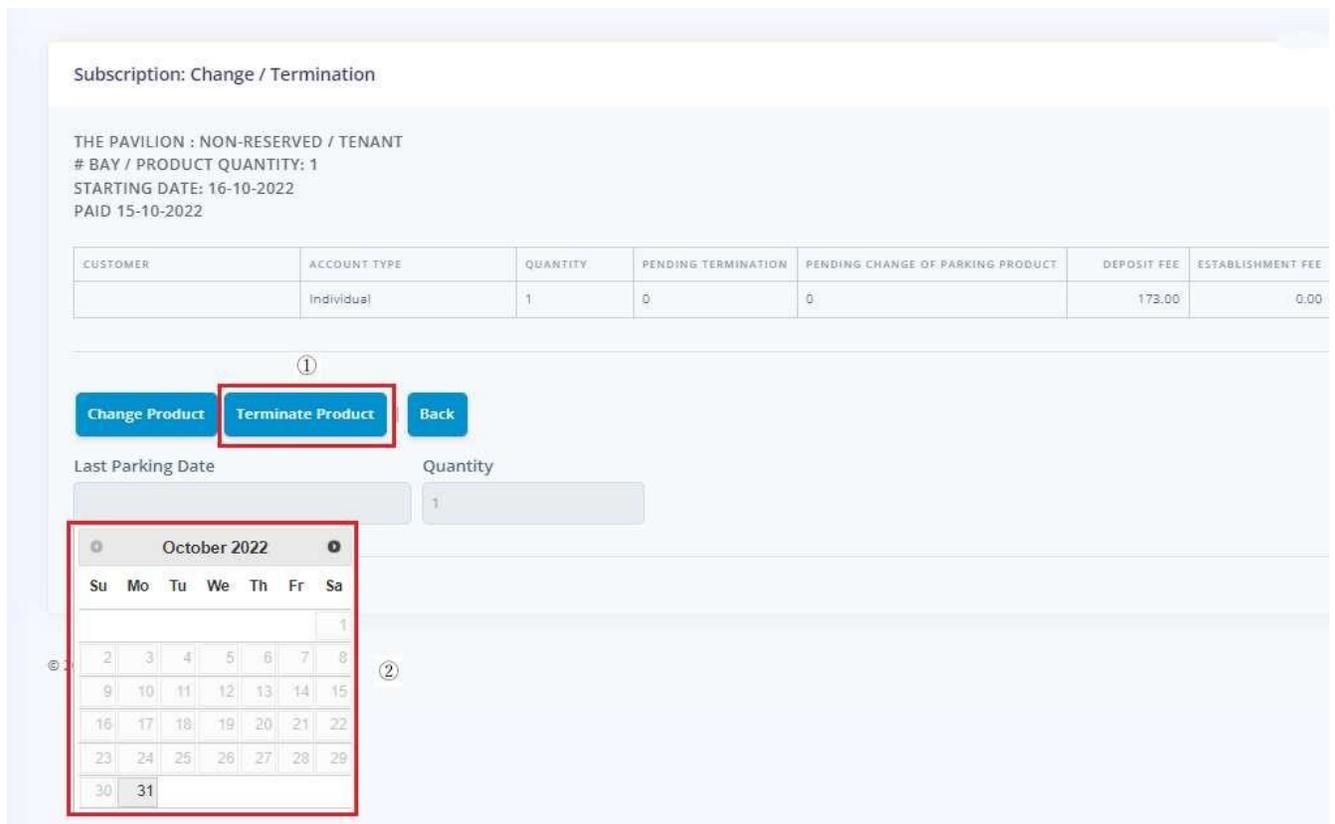
[Filter](#) [Clear](#)

CAR PARK STATUS	CUSTOMER NAME ACCOUNT NO. OLD ACCOUNT NO. CONTACT NO.	PARKING PRODUCT / COMMENCEMENT DATE (QUANTITY)	IU NO. & VEHICLE NO.	BILLING INFO TERMINATION INFO	
00038 Starhub Green Approved Updated by Michelle 08-06-2023 17:33:55 Paid	ADMIN 6160197 - (M): 65922700	Tenant Car / 01-10-2023 created by: Michelle 08-08-2023 14:52 (9)	1128975737 - SJH3502M 1026962729 - SNH5477S 1127533916 - SLP940K 1129227674 - SKT3833H 1126106904 - SMG2138H 1123846040 - SJ55671L 1126665124 - SLE499B 1127887214 - SL57285G 1123946501 - SJY2723J 1129580519 - SMP5257E	SS 1,177.20 Due By 31-07-2024 Bill Monthly Last Parking Date: 2024-04-18 : 1 unit (Terminated)	Terminate Change Billing Cycle

3. After entering the Subscription: Change/Termination page, click on "① Terminate Product".



4. After clicking on "① Terminate Product", please choose the "② Last Parking Date"
➤ **Important Notice: Termination notice is 1 month.**



5. After clicking on the "② Last Parking Date". System will calculate if there's any refund to be made.

If there is please key in "③ Bank Name, Bank Account No, Customer / Company Full Name (As bank)" then click on "④ I acknowledged and agreed for the termination of the Parking Product" and "⑤ Confirm Termination"

 Please ignore the Deposit Fee as we currently don't collect any.

*For corporate account, please refer from (#7)

Subscription: Change / Termination

ENDAH PARADE : NON-RESERVED / TENANT
BAY / PRODUCT QUANTITY: 1
STARTING DATE: 01-05-2022
PAID 30-04-2022

CUSTOMER	ACCOUNT TYPE	QUANTITY	PENDING TERMINATION	PENDING CHANGE OF PARKING PRODUCT	DEPOSIT FEE	ESTABLISHMENT FEE
	Individual	1	0	0	50.00	0.00

①

[Change Product](#) [Terminate Product](#) [Back](#)

Last Parking Date: 15-06-2022 ②

Quantity: 1

Deposit Refund: 50.00

Bank Name: Select a bank ③

Bank Account No:

Customer / Company Full Name (As bank) ③

④ Termination terms and condition
 I have acknowledged and agreed for the termination of the Parking Product

[Confirm Terminate](#) ⑤ 

6. After clicking on "⑤ Confirm Termination", "⑥ Subscription Terminated" and "⑦ Last Parking Date" will be shown:

Subscription terminated. ⑥

Parking Subscriptions

[New Subscription](#)

Filtering

Car Park / Code:

Customer Name:

Status:

[Filter](#) [Clear](#)

New Account No.:

Old Account No.:

CAR PARK STATUS	CUSTOMER NAME ACC NO OLD ACC NO	PARKING PRODUCT (QUANTITY)	COMMENCEMENT DATE NEXT BILLING DATE NEXT BILLING AMOUNT TERMINATION INFO
02063 Endah Parade		NON-RESERVED / TENANT created by: 11-05-2022 16:00 (1)	01-05-2022 31-05-2022 30.00

⑦ Last Parking Date: 2022-06-15 : 1 unit (Pending)

[Change/Terminate](#)

1

- For corporate account, after clicking on the "② Last Parking Date", please key in "③ Quantity" and "④ Bank Name, Bank Account No, Customer / Company Full Name (As bank)" then click on "⑤ I acknowledged and agreed for the termination of the Parking Product". Before click on "⑦ Confirm Termination", please make sure you tick the column of

Subscription: Change / Termination

ENDAH PARADE : NON-RESERVED / TENANT
 # BAY / PRODUCT QUANTITY: 1
 STARTING DATE: 01-05-2022
 PAID 30-04-2022

CUSTOMER	ACCOUNT TYPE	QUANTITY	PENDING TERMINATION	PENDING CHANGE OF PARKING PRODUCT	DEPOSIT FEE	ESTABLISHMENT FEE	MOI
	Corporate	2	2	0	100.00	0.00	

①

Change Product **Terminate Product** Back

Last Parking Date: 15-06-2022 ②

Quantity: 2 ③

Deposit Refund: NaN

Bank Name: Al Rajhi Banking & Investm ④

Bank Account No: 123456

Customer / Company Full Name (As bank): 123456 ④

⑤ Termination terms and condition

I acknowledged and agreed for the termination of the Parking Product

Confirm Termination ⑦

Product keys

Please select the keys according to the quantity entered

<input type="checkbox"/>	#	SUBSCRIPTION KEY	EMAIL	STATUS	USED BY	USED DATE
<input checked="" type="checkbox"/>	1			Not assigned Pending Termination Last Parking Date: 15-06-2022		
<input checked="" type="checkbox"/>	2			Not assigned Pending Termination Last Parking Date: 15-06-2022		

