

# FlashValet

## How to Add Flat Rates and Comp Prices

FlashValet allows many price configurations. Hourly and calculated prices must be completed by our support team. You can create your own flat rate and complimentary prices in FlashValet.

### Topics:

[Add Comp or Flat Rate Price](#)

[Frequently Asked Questions](#)

### Add Comp or Flat Rate Price

1. Select the **Locations** tab on the left side menu of the Admin Portal <https://portal.flashvalet.com>.
2. Select a Location.

The screenshot shows the FlashValet Admin Portal interface. On the left is a sidebar menu with the following items: Dashboard, Time And Attendance, Reports, Company Details, Ticket Search, Areas, Tags, Garages, Lots, Locations, Monthly, Operating Modes, Surveys, and Rate Plans. The 'Locations' item is highlighted. The main content area is titled 'FlashParking Sales' and contains a search bar, a 'Search' section with a text input and a 'Show Deleted' checkbox, and a 'Locations' table. The table has columns for Name, Address, Flash Valet, and FlashMobile. A dashed arrow points from the 'Locations' menu item in the sidebar to the 'Locations' table in the main content area.

Name	Address	Flash Valet	FlashMobile
FlashParcs - Pay and Display	123 Street		(512) 412-3327
FlashPARCS IPI Surface Lot	123 Street		
Hotel with Bluetooth Ticket	3801 S Capital of Texas Hwy	(512) 400-3346	
Hotel with Prepaid Overnight	3801 S Capital Overnight		
Hotel with Ticketless Valet	3801 S Capital of Texas Hwy	(512) 961-4566	
Miracle Mile Shops	3801 S. Capital of TX Hwy		

- Click the **Ticket Types** tab at top menu and select the Ticket Type name to assign price.

**FlashParking Sales, Hotel with Ticketless Valet**

Search   Details   Departments   Prices   Rate Plans   **Ticket Types**   Standard Shifts   Shift Summaries   Kiosks   FlashPARCS   Capacity Management

Parking Areas   Clean Up Tickets   Surveys   Validators   Validation Search   Parking Accounts   Custom Labels   Custom Texts

**Search**

Show Deleted

Search   Add New

**Ticket Types**

Name	Use Room Number	Show Checkout	Monthly	Resident	FlashMobile	FlashPARCS
Monthly			✓			
Overnight	✓	✓				
Ticketless Overnight	✓	✓				
Transient	✓					

- Scroll down to list of current linked prices and select **Add New**.

**Linked FlashValet Prices**

Make Automatic   Default Late Price

Name	Selected	Requires PIN	Requires Name	Requires Number	Requires Note	Hidden
Transient	✓					
1.00 billback						
Concert in the Park						
Full Validation					✓	
Event Pricing						
\$5 off						✓
One-Hour Validation						✓

**Add Ticket Type Price**

Click "Add" to use an existing FlashValet price. Click "Add New" to create a new FlashValet price.

Add   Add New

5. Enter a price name, amount and select **Save**.

\* required field

**Price Name** \*

**Amount** \* \$0.00

**Full Price** [dropdown]

**Discount Type** [dropdown]

**Valid From** [calendar icon] [clock icon]

**Valid To** [calendar icon] [clock icon]

**Do Not Validate**

**Selected**

Save Cancel

Select Full Price to set price as an Electronic Validation price option.

Check Selected to set as the Default price for ticket type.

6. In the app, go to **Control** > **Load Portal Changes** to see the new price(s).



## Frequently Asked Questions

### Can I add a grace period to my flat rate?

Email [support@flashparking.com](mailto:support@flashparking.com) to add a grace period to any flat or calculated rate.

### How do I update my flat rate to a different amount?

Once an amount is saved in the price details, it cannot be edited. Create a new price to correct an amount and deactivate prices no longer in use.

### How do I remove a price?

Deselect the **Use Price** checkbox under **Prices** tab.

Prices						
<b>Full Validation</b>	<input checked="" type="checkbox"/> Use Price	<input type="checkbox"/> Is Default	<input type="checkbox"/> Requires PIN	<input type="checkbox"/> Requires Name	<input type="checkbox"/> Add Names	<input type="checkbox"/> Use Residents
	<input type="checkbox"/> Requires Number	<input type="checkbox"/> Requires Note	<input type="checkbox"/> Is Hidden			
<b>Overnight</b>	<input type="checkbox"/> Use Price	<input type="checkbox"/> Is Default	<input type="checkbox"/> Requires PIN	<input type="checkbox"/> Requires Name	<input type="checkbox"/> Add Names	<input type="checkbox"/> Use Residents
	<input type="checkbox"/> Requires Number	<input type="checkbox"/> Requires Note	<input type="checkbox"/> Is Hidden			
<b>Overnight Oversized</b>	<input type="checkbox"/> Use Price	<input type="checkbox"/> Is Default	<input type="checkbox"/> Requires PIN	<input type="checkbox"/> Requires Name	<input type="checkbox"/> Add Names	<input type="checkbox"/> Use Residents
	<input type="checkbox"/> Requires Number	<input type="checkbox"/> Requires Note	<input type="checkbox"/> Is Hidden			
<b>Restaurant Discount</b>	<input checked="" type="checkbox"/> Use Price	<input type="checkbox"/> Is Default	<input type="checkbox"/> Requires PIN	<input type="checkbox"/> Requires Name	<input type="checkbox"/> Add Names	<input type="checkbox"/> Use Residents
	<input type="checkbox"/> Requires Number	<input type="checkbox"/> Requires Note	<input type="checkbox"/> Is Hidden			
<b>Standard</b>	<input checked="" type="checkbox"/> Use Price	<input checked="" type="checkbox"/> Is Default	<input type="checkbox"/> Requires PIN	<input type="checkbox"/> Requires Name	<input type="checkbox"/> Add Names	<input type="checkbox"/> Use Residents
	<input type="checkbox"/> Requires Number	<input type="checkbox"/> Requires Note	<input type="checkbox"/> Is Hidden			

### How long does it take to program a calculated rate?

Allow 1-2 business days for FlashParking support to program a calculated rate.

### Can an itemized tax be added to a price?

Yes, email [support@flashparking.com](mailto:support@flashparking.com) to specify the tax rate amount.

### Can I set restrictions on certain prices?

Yes, set additional restrictions under the ticket type. A price can be set to require a PIN, a Note, or a Name (from a list of Names).