

Information for tenants - Henius House

March 2021



Remember! To register your car

If you want to park at the estate you have to remember to register your car on our website so the parking control officer can see that the car is allowed to park at the estate.

Since June 2020 we have had a parking control officer through Q-Park. Your parking licence is administrated via "Min side" on our website. You log in as usual and from here you can quickly and easily administrate your licence. (See how to do this in our attached step by step guide).

It is important to register your licence plate before you need to park at the estate in order to avoid a parking ticket.

If you have any questions or need any assistance please contact:

Himmerland Service Magisterparken, Magisterparken 22, 9000 Aalborg, email: magisterparken@abhim.dk, phone +45 98 14 24 70. Office hours: Mon, Tues, Wed og Friday 9.00 - 14.00, Thursday 12.00 - 17.00.

Kind regards
Himmerland



HIMMERLAND
BOLIGFORENING

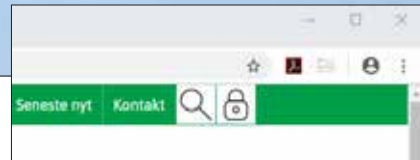
1.

Open www.abhim.dk



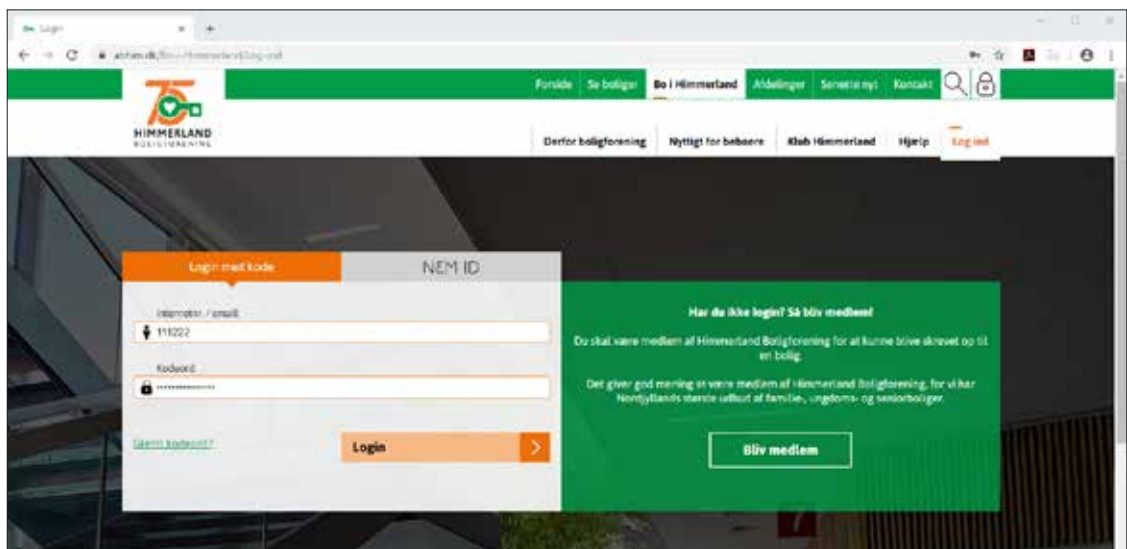
2.

Login through the lock in the top right corner



3.

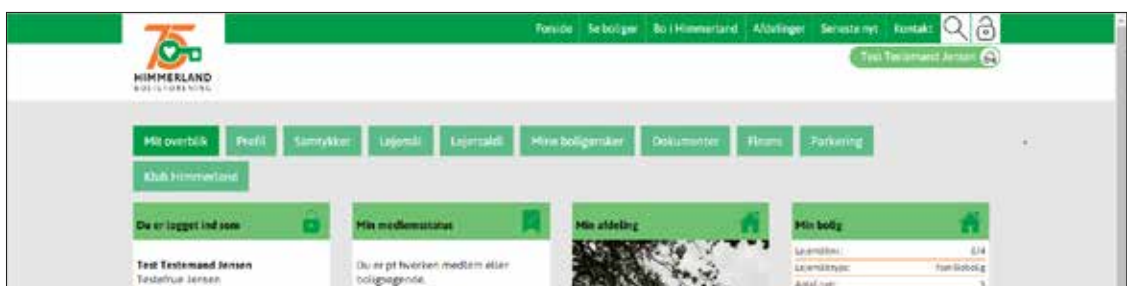
If you have not previously logged in, you can use "Login med kode". If you do not know your internet number and your password you can use the "Glemt kodeord"- function or contact our administration on info@abhim.dk



You can find your internet number in the membership letter you received when you created your membership with Himmerland Boligforening

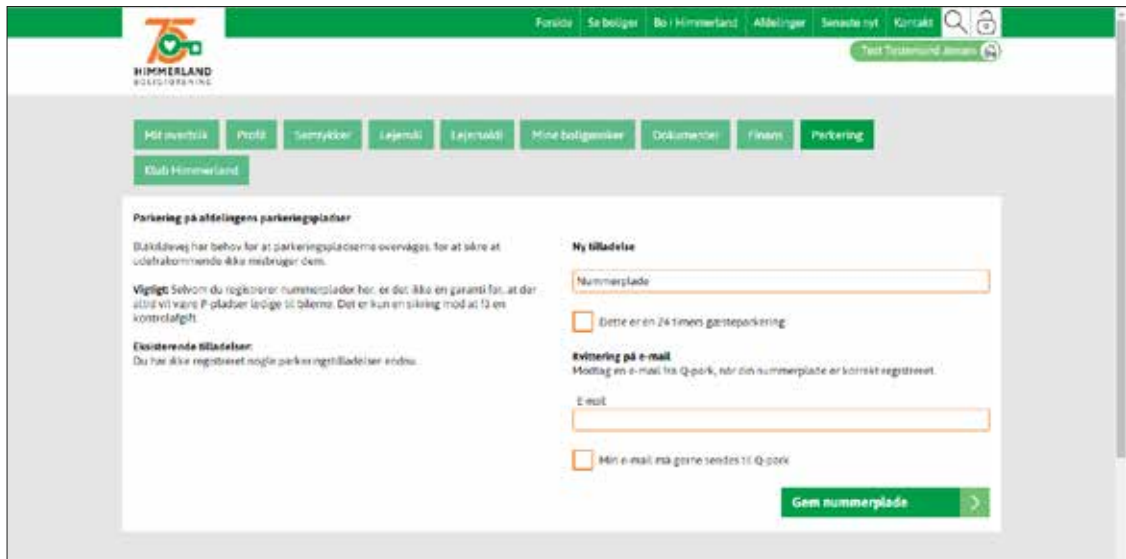
4.

When you are logged in to "Min bolig" you have several tabs available. If you live in an estate with Q-parking control you will have a tab called "Parkering" – here, you can edit your permanent license plates and create a 24 hours guest card.



5.

The tap “Parkering”



The screenshot shows the 'Parkering' section of the Himmerland website. The page has a green header with the Himmerland logo and navigation links: 'Forside', 'Se boliger', 'Bo i Himmerland', 'Afdelinger', 'Seneste nyt', and 'Kontakt'. Below the header is a menu with 'Mit overblik', 'Profil', 'Samtykker', 'Lejemål', 'Lejersald', 'Mine boliggesker', 'Dokumenter', 'Finans', and 'Parkering'. The 'Parkering' tab is active. The main content area is titled 'Parkering på afdelingens parkeringspladser' and contains the following text:

Biludlæver har behov for at parkeringspladserne overvåges, for at sikre at udeafkørende ikke misbruger dem.

Vigtigt! Selvom du registrerer nummerplader her, er det ikke en garanti for, at der altid vil være P-pladser ledige til bilerne. Det er kun en sikring mod at Q er kontrolafgigt.

Existerende tilladelser:
Du har ikke registreret nogle parkeringstilladelser endnu.

Ny tilladelse

Nummerplade

Dette er en 24 timers gæsteparkering

Skiftning på e-mail
Modtag en e-mail fra Q-park, når din nummerplade er korrekt registreret.

Email

Min e-mail må gerne sendes til Q-park

Gem nummerplade >

6.

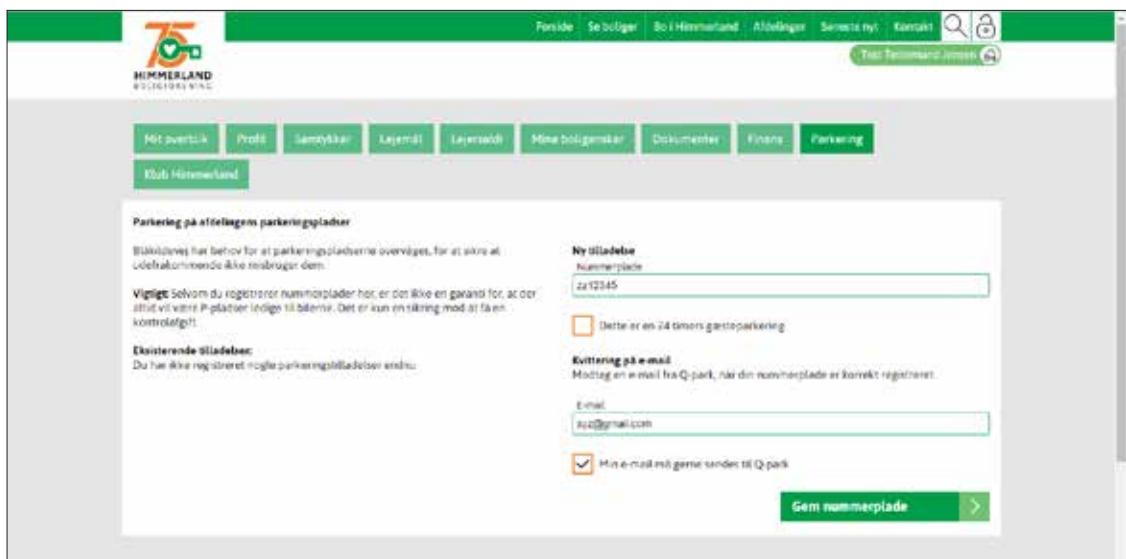
In the field “Nummerplade” insert your car’s registration number – it is your responsibility to ensure that the information is input correctly.

In the field email you need to type your email. If we already have your email address registered this will automatically show.

To ensure an email confirmation for the parking license is sent we need to share your email address with Q-park – you therefore have to consent to this by ticking the box “Min email må gerne sendes til Q-park” – Q-park will not save your email address but only use it to send the parking license confirmation.

For guest parking you need to tick the box “Dette er en 24 timers gæsteparkering”. This license is valid immediately and for the next 24 hours. The license is automatically deleted after this period.

When the required information has been filled in press “Gem nummerplade” to save.



This screenshot shows the same 'Parkering' page as above, but with the form fields filled out. The 'Nummerplade' field contains 'za12345', the 'Email' field contains 'fuc@gmail.com', and the checkbox for 'Min e-mail må gerne sendes til Q-park' is checked. The 'Gæsteparkering' checkbox is unchecked. The 'Gem nummerplade' button is still visible at the bottom right.

7.

Example of guest parking license

The screenshot shows the 'Parkering' section of the Himmerland website. It features a navigation bar with 'Forside', 'Se boliger', 'Bo i Himmerland', 'Afdelinger', 'Seneste nyt', and 'Kontakt'. Below the navigation is a menu with 'Mit overblik', 'Profil', 'Samtykke', 'Løjemål', 'Løjemål', 'Mine boligoplysninger', 'Dokumenter', 'Få mere', and 'Parkering'. The main content area is titled 'Parkering på afdelingens parkeringspladser' and includes a warning about the need for a license at Blåkløvedej. A 'Vigtigt' note states that registration does not guarantee a spot. Under 'Eksisterende bilpladebeholdning', a license for 'ZZ 12 345' is shown with details: 'Fast parkering', 'Blåkløvedej', 'Opstart: 01-12-2019 20:39', and 'Q-park referencenum.: 518532'. To the right, the 'Ny tilladelse' section has a 'Nummerplade' field with 'XZ54321', a checked checkbox for 'Dette er en 24 timers gæsteparkering', an 'E-mail' field with 'xyz@gmail.com', and a checked checkbox for 'Min e-mail må gerne sendes til Q-park'. A 'Gem nummerplade' button is at the bottom right.

8.

Example of saved parking license – both permanent and guest

This screenshot shows the 'Parkering' section with two saved licenses. The 'Eksisterende tilladelser' section displays two licenses: 'ZZ 12 345' (Fast parkering, Blåkløvedej, Opstart: 01-12-2019 20:39, Q-park referencenum.: 518532) and 'XZ 54 321' (Gæsteparkering, Blåkløvedej, Opstart: 01-12-2019 20:41, Q-park referencenum.: 518535). The 'Ny tilladelse' section has an empty 'Nummerplade' field, an unchecked checkbox for 'Dette er en 24 timers gæsteparkering', an 'E-mail' field with 'xyz@gmail.com', and a checked checkbox for 'Min e-mail må gerne sendes til Q-park'. A 'Gem nummerplade' button is at the bottom right.

9.

Example of email confirmation of permanent parking license

Kære bruger af e-park

Du er blevet tildelt en P-tilladelse for dit køretøj med registreringsnummer ZZ12345 på parkeringsområdet Blåkløvedej (3318), Blåkløvedej, 9000 Aalborg, zone Hele pladser.

Licensen er gyldig fra 01/12/2019 20:39 og udløber først når den annulleres.

Du skal være opmærksom på, at alle øvrige skiltede regler skal overholdes, når du parkerer på parkeringsområdet.

Dit referencenummer er 518532

Vær opmærksom på at de indtastede oplysninger er korrekte, da du ellers risikerer at modtage en kontrolafgift.

Se hvordan vi behandler dine oplysninger her: [persondatapolitik](#)

10.

Example of confirmation of guest parking license – including to/from time

Kære bruger af e-park

Du er blevet tildelt en P-tilladelse for dit køretøj med registreringsnummer XZ54321 på parkeringsområdet Blåkløvedej (3318), Blåkløvedej, 9000 Aalborg, zone Hele pladser.

Licensen er gyldig i perioden fra 01/12/2019 20:41 til 02/12/2019 20:41.

Du skal være opmærksom på, at alle øvrige skiltede regler skal overholdes, når du parkerer på parkeringsområdet.

Dit referencenummer er 518535

Vær opmærksom på at de indtastede oplysninger er korrekte, da du ellers risikerer at modtage en kontrolafgift.

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