



Residents Parking Scheme



Stratford-on-Avon District Council

Parking Services, Elizabeth House, Church Street, Stratford-upon-Avon. CV37 6HX

Telephone: 01789 260691 Facsimile: 01789 260676 Minicom: 01789 260747 Website: www.stratford.gov.uk

Cheques payable to STRATFORD-ON-AVON DISTRICT COUNCIL.

Debit or Credit Card payment is available at Elizabeth House.

If you find the text in this form difficult to read
we we may be able supply it in a format better suited to your needs

You will need to supply proof that you are living at the address given eg recent utility bill, current Council Tax bill (photocopies) and also proof that you are the keeper of the vehicle at the same address to which the Permit relates, eg vehicle registration document, valid insurance document proving address.

I apply for the issue to me of Resident's or Visitor's Parking Permit @ £25 per permit 50% discount*

APPLICANTS DETAILS (IN CAPITALS)

Title	MR	MRS	MISS	MS	DR	(Please circle as appropriate)
Forename						
Surname						
Address line 1						
Address line 2						
Address line 3					Postcode	
Contact Telephone						

VEHICLE REGISTRATION

--	--	--	--	--	--	--	--	--	--

PERMIT REQUIRED (permits run from the 1st of the month)

Permit fee	£		To run from	0	1	/	^M	^M	/	2	0	^Y	^Y
------------	---	--	-------------	---	---	---	--------------	--------------	---	---	---	--------------	--------------

*If you are of pensionable age and in receipt of Housing Benefit OR Council Tax Benefit only you may receive a 50% reduction on your first permit.

PROOF MUST BE SUPPLIED BEFORE THIS APPLICATION CAN BE PROCESSED.

Proof supplied

I certify:

- that the address given below is my usual residence
- that the parking permit will only be displayed on the vehicle which is owned by me or or a visitor to my premises
- that the vehicle is (tick the appropriate box)
 - a motorcycle (with or without sidecar)
 - a passenger vehicle constructed or adapted to carry not more than 7 persons plus their effects (excl driver) not exceeding 3050kg (approx 3 tons) in unladen weight
 - a goods vehicle not exceeding 3050kg in unladen weight
 - any other type of vehicle, constructed or adapted to carry passengers or a load, not exceeding 2540kg in unladen weight

RENEWAL NOTIFICATION (select one)

Y	Text to:														Y	Post to address above
Y	Email to:															

APPLICANT'S SIGNATURE I the applicant agree to the Conditions of Use as stated below

Signature																
Dated	D	D	/	M	M	/	2	0	Y	Y						

APPLICATIONS WILL NOT BE PROCESSED IF THE FORM IS NOT CORRECTLY COMPLETED

IMPORTANT INFORMATION – PLEASE READ CONDITIONS OF USE

1. It is important that the information given on this form is correct, as it is an offence to knowingly make a false statement for the purposes of procuring a permit.
2. A permit is valid for 12 months and if a permit holder disposes of his or her vehicle or ceases to be a resident they must return the permit to the above address for cancellation. In the case of a change of vehicle a new permit will be issued to cover the remainder of the period for which the previous permit was valid. Refunds will only be made on complete months of 6 months or more remaining. **Admin fee £10.**
3. The issue of a permit does not reserve, buy or guarantee a parking space for the holder. The £25 fee is to cover our costs in administering the scheme and issuing the permit.
4. Responsibility for the renewal of the permit rests with the permit holder.
5. Permits must be displayed on the inside of the windscreen above the motor tax disc. If you do not display the permit for whatever reason, you will be liable to a **penalty charge notice.**
6. Should you lose your permit **a duplicate can be issued, however an administration charge is applicable.** (Proof of residency and vehicle ownership must be supplied again)
7. Permits are not interchangeable between vehicles. Should you change vehicles, **your permit can be exchanged.** (Proof required). Please note that an administration charge is applicable.
8. In accordance with the Fraud Act 2006 any permit suspected to have been applied for in a fraudulent manner will be rescinded. Stratford-on-Avon District Council reserves the right to withdraw or refuse the issue of a permit at any time.
9. This Authority is authorised to request proof of residency and vehicle ownership as and when required.
10. Evidence will be required for change of circumstances.

**If you would like any further information please do not hesitate to contact
Parking Services on 01789 260691**

RECEPTION USE ONLY

Received by		Date	D	D	/	M	M	/	2	0	Y	Y								
Attachments: Vehicle Docs:	Y <input type="checkbox"/>	N <input type="checkbox"/>	Residency Docs:	Y <input type="checkbox"/>	N <input type="checkbox"/>	Pension Credit Guaranteed:	Y <input type="checkbox"/>	N <input type="checkbox"/>												
Temporary Pass	Y/N	Number							Code	6	2	3	6	2	/	1	3	6	6	6

Stratford-on-Avon District Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information, see <http://www.stratford.gov.uk/datamatching>