



Application for 3 Month Temporary Residents Parking Permit

If you have a vehicle that is registered abroad you may apply for a 3 month temporary permit, however, in order to apply for a full resident parking permit, your vehicle must be registered in the UK. Permits will be charged on a pro-rata basis. Only one 3 month permit is allowed per vehicle.

Only residents living in Controlled Parking Zones (CPZ) or Residents Parking Schemes (RPS) are eligible to obtain a permit.

Please write clearly in black ink and block capitals and tick all the relevant boxes and fill in fully all the details requested.

Please give the town in the CPZ or RPS that you would like the permit for:

_____ (for Bridlington indicate zone A or B - maps can be found at www.eastriding.gov.uk/cpz)

A Your personal details

Title (i.e Mr, Mrs, Miss, Ms): _____ Surname: _____

First name(s) (in full) _____

Address: _____

_____ Postcode: _____

Contact number(s): _____

Email address: _____

B Details of vehicle(s)

1st vehicle:

Registration number: _____

Colour of vehicle: _____

Make and model: _____

You may include a second vehicle on your permit. The permit may then be transferred between vehicles; however, the permit may only be used for one vehicle at a given time. The owner/user of the second vehicle must also reside at the same address within the CPZ/RPS.

2nd vehicle:

Registration number: _____

Colour of vehicle: _____

Make and model: _____

D Proof of address

If you are named on your council tax account, please provide the reference number and we will verify your details on our system

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If you are not named on your council tax account, please enclose a copy of one of the original documents listed below. This must show your current home address within the CPZ/RPS.

- Name appears on the current electoral list (we will verify your details on our system)
- Driving licence
- Bank statement or utility bill
- Current flat or house contents insurance
- Car insurance document
- Solicitor’s letter showing exchange of contracts
- Current tenancy agreement (not handwritten)

CSC use only	
<input type="checkbox"/>	

H Declaration

Warning: It is an offence to give false or misleading information. If you do, we may prosecute.

Full details on the CPZ/RPS permits are available at www.eastriding.gov.uk/cpzpermit (for CPZ) and www.eastriding.gov.uk/rpspermit (for RPS). Guidance notes can also be obtained at your nearest customer service centre or by calling 01482 395411. You must ensure that you have read and understood this information before signing the declaration.

The person named in section B must sign this declaration. You must read each section below and sign that you have read and understood them fully.

I confirm that the address shown in section B on this form is my main home

I confirm that I keep and use the vehicle(s) with the registration number(s) given in section C or F of this form. If I stop living in the CPZ/RPS, or stop keeping and using the vehicle(s), I will return my permit immediately.

Trailers, caravans or any other items should not be used to reserve a space within the CPZ/RPS.

I understand and accept that you may ask to visit my home before or after issuing a permit to make sure I have given the correct address. If I refuse, I understand it is likely that you will not give me a permit or will withdraw my permit.

I understand and accept that you may prosecute me if I have given any information on this form which I know is wrong or untrue.

I understand that you will use the personal information I have given in line with the Data Protection Act 1998. The Parking Permit office will use the information I have given to issue resident parking permits. I accept that you may pass this information to other council departments and the DVLA, for this and related purposes.

I understand that you have to protect the public funds you handle, so you may use the information I have provided on this form to prevent and detect fraud. You may share this information with other bodies who handle public funds for these purposes only.

The council will return your documents via the Royal Mail with your permit. Should you not wish the council to do so then you must attend at your local customer service centre personally to produce these documents. The risk of loss of documents remains with you should you wish the council to use the Royal Mail.

I have read, understood and agree to abide by the instructions and notes which accompany this application form.

We reserve the right to request to view originals of any copied documents supplied.

Signature: _____ Date: _____

Please return your completed application form along with original documents to:

Permits
PO Box 299
Beverley
East Riding of Yorkshire
HU17 6FH

Alternatively visit your nearest customer service centre who will check your documents and forward your completed application form to the Parking Permit office who will issue your permit.

For administration use only

Fee paid : £ Receipt number : Can number : Date :