Application for resident parking permit

OFFICE USE ONLY

Zone

Permit No.

Expiry date

Registration No.

Prepared by

Date of issue

Cheque No.

Credit card TXN

Cash/PO

Receipt No.

Please return this form to:
Parking Services, Royal Borough of Greenwich, P.O. Box 8607, London SE18 6ZB.
Please remember to enclose the required supporting documents described overleaf.

Postal applications only

Part 1 Particulars of applicant (in block capitals)

Title (Mr/Mrs/Ms/other title)

First names in full

Surname

Address

Postcode

Telephone No.

Type of accommodation (house, flat, room etc)

Part 1A For Blue Badge holders only

Issuing Borough

Blue Badge No.

Expiry date

Blue Badge permit renewals cannot be made by telepone or via the web

Part 2 Particulars of vehicle owned or kept by applicant

Vehicle registration No.

Make, type and colour

Vehicle height must not exceed 3m. Vehicle width must not exceed 1.95m.

Are you the registered owner Yes ☐ No ☐

If No, please give the name and address of registered owner and supply proof that you are insured to drive this vehicle

Important

Renewal and payment for the permit can be made at www.royalgreenwich.gov.uk/residentsparking.
If this is a renewal and the details you have provided at Part 1 and 2 above are the same as for last year, place a tick in this box ☐ and no supporting documentation is required. If any details have changed, or your permit has been expired for more than 4 weeks, please provide the supporting documentation requested overleaf.

How to pay

By Cheque
I enclose cheque/postal order payable to **Royal Borough of Greenwich** ☐ Amount £

By Credit/Debit Card
You can pay by credit/debit card either by telephoning **020 8921 4339** or in person at the Royal Borough's cash office at **The Woolwich Centre, 35 Wellington Street, Woolwich, London SE18 6HQ** or by card at **The Eltham Centre, 2 Archery Road, Eltham SE9 1HA** between 9.00am and 5.00pm Monday to Thursday and 9.00am and 4.30pm Friday.

The Council's Data Protection Privacy Notice is published here: **royalgreenwich.gov.uk/info/20003/data_protection_and_freedom_of_information/4/data_protection_privacy-notice** which sets out how the Royal Borough uses your information and how we protect your privacy.

ROYAL borough of GREENWICH

Supporting documents required. Please enclose photocopy only of:

i. Proof of Residency: such as a public utility bill (gas, electric, phone) or council tax bill issued within the last 3 months, rent book, benefit or pension book, bank statement or building society book (photocopies only). For new residents, a tenancy agreement or solicitors letter confirming completion is acceptable. Driving Licence is NOT acceptable.
ii. Proof of vehicle ownership: such as Vehicle Registration Document, Insurance showing vehicle registration, hire/leasing agreement, a letter from an employer (if the vehicle is a company car). **Photocopies only please.**

Declaration, to be signed by all applicants

a I hereby certify that my usual place of residence is at the address shown at Part 1 over, and wish to apply for one Resident Permit in respect of the vehicle specified in Part 2 of the application.

b I understand that any permit issued to me by the Royal Borough is in respect of the said vehicle and that such issue and any subsequent issue of a permit is conditional upon my surrendering to the Royal Borough the said permit on the happening of one of the following events:

i A resident permit holder ceasing to be a resident as defined in the order.

ii A resident permit holder ceasing to be the owner of a vehicle in respect of which the resident permit was issued.

iii A vehicle specified in Part 2 of this application being adapted or used in such a manner that it ceases to be a vehicle of the class specified in the order.

iv Upon the issue to me of a duplicate permit.

v The said permit ceasing to be valid at the expiration of the period specified thereon.

vi The issue of a duplicate permit by the Royal Borough on account of the original permit becoming mutilated or accidentally defaced or the permit becoming illegal through fading.

vii Any cheque, tendered in payment of a permit, subsequently being dishonoured or credit/debit card payment being rejected.

c I undertake to inform the Royal Borough immediately any of the events specified in sub-paragraph bi, bii or biii (above), have occurred.

d I declare that all the information I have given in this application is correct.

N.B. The onus to renew a permit rests with the applicant.

It is an offence under the Vehicle (Excise) Act 1962 (section 7) to park or keep any mechanically propelled vehicle on a public road if the vehicle is unlicensed, and it is an offence under the Road Vehicles (Registration and Licensing) Regulations 1964 (Section 20) to keep such a vehicle on a public road if the licence is not displayed in the vehicle.

Applicants are reminded that the Royal Borough may require an applicant (or permit holder) to produce to an officer of the Royal Borough such evidence in respect of an application (or permit already granted) as they may reasonably call for to verify particulars supplied. The Royal Borough may withdraw a permit if it appears to them that any of the particulars supplied are untrue or false.

Please note: Failure to enclose the required documents will delay your application.
A false statement may render an applicant liable to prosecution.

Signature _____ Date _____

Further information including permit prices, can be obtained from **www.royalgreenwich.gov.uk**

ROYAL *borough of* GREENWICH

20152-G February 2019