

## APPLICATION FOR A COMMERCIAL PARKING PERMIT

I hereby apply for a Commercial Parking Permit. The following information is supplied in support of my application:

**Company Name:** \_\_\_\_\_

**Mr/Mrs/Ms First Name:** \_\_\_\_\_ **Surname:** \_\_\_\_\_

**Property/Site Location Address: No:** \_\_\_\_\_ **Street:** \_\_\_\_\_

**Suburb:** \_\_\_\_\_

**Phone Numbers: Business:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Date of Commencement:** \_\_\_\_\_ **End Date:** \_\_\_\_\_

I do not have more than three (3) car parking bays on the property: **YES / NO**

I understand this Permit will not be used for a large vehicle (heavier than 1 tonne) or for an over-length vehicle (greater than 6 metres): **YES / NO**

I hereby state that the above information is true and correct.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

The Annual fee of **\$2,500** for a commercial parking permit is based on approximately \$10 per business working day (excluding Saturday, Sunday and public holidays).

The cost is **\$208** per month, payable in advance. Payments are accepted over the phone by credit card, in person at the Administration Centre, or by sending a cheque or money order. A tax invoice receipt will be sent to the applicant together with the permit, upon receipt of payment.

**Please note:** the Town will not send invoices for payment.

Please see over for conditions.

## **CONDITIONS FOR A COMMERCIAL PARKING PERMIT**

Permits are issued subject to the following conditions:

1. When first applying for the permit, the following must be provided:
  - Proof of Proprietor of the business or commercial enterprise.
2. Prohibitions:

A Commercial Parking Permit will not be issued in the following circumstances;

  - (a) where a business or commercial enterprise can provide three (3) or more car parking bays on-site;
  - (b) where a business or commercial enterprise has benefited from a car parking concession granted by the Council as part of a Planning Approval (for example payment of cash-in-lieu);
  - (c) where a business or commercial enterprise commences operation at their address/location after parking restrictions were introduced immediately adjacent to that property; and
  - (d) for use involving any “large commercial vehicle” or “over length vehicle” greater than one tonne (panel vans and utilities excepted) or exceeding the length of one car parking bay or 6 metres - whichever is the lesser, associated with a commercial business.
3. The Commercial Permit must be displayed in the lower left hand corner of the vehicle's windscreen, thus ensuring its visibility from outside the vehicle. Infringements will be issued if the Permit is not clearly displayed.
4. Permits do not guarantee a parking space in the adjacent road/street.
5. The Permit may only be used for parking on the road designated and between the cross streets identified on the Permit.
6. The Permit only allows the driver of a vehicle to park beyond the prescribed time restriction.
7. All other parking requirements still apply and **MUST** be observed at ALL times.
8. Permits will only be applicable if displayed in the designated vehicle.
9. Where the holder of a Permit does not comply with, or abuses the conditions of use of the Parking Permit, the Town may revoke the Permit for the property.
10. The Permit is only valid until the date of expiry.