



Telephone enquiries:

Contact Islington
T: 020 7527 2000
F: 020 7527 6121

For official use only

Zone Account number

Resident or Carer Parking Permit and Voucher application

PLEASE: TICK RELEVANT BOXES; USE BLOCK CAPITALS THROUGHOUT; READ THE NOTES ON PAGES 3 AND 4

What are you applying for? Carer parking permit* (enter your details below and cared for persons details overleaf)

Resident parking permit Change of detail Lost or stolen permit Visitor vouchers Free match day permit

*Carer permits are only available for single vehicles

Surname First name(s) Title (Mr/Ms etc)

Address

Postcode Email

Telephone Mobile phone

RESIDENT PARKING PERMIT

Vehicles Pre-2001	Vehicles From January 2001		1 month		3 months		6 months		Annual	
Engine cc	Band	CO ₂ (g/km)								
Electric <input type="checkbox"/>	A	0-100 <input type="checkbox"/>	£0	<input type="checkbox"/>	£0	<input type="checkbox"/>	£0	<input type="checkbox"/>	£0	<input type="checkbox"/>
1-900 <input type="checkbox"/>	B	101-110 <input type="checkbox"/>	£5.25	<input type="checkbox"/>	£5.25	<input type="checkbox"/>	£7.50	<input type="checkbox"/>	£15	<input type="checkbox"/>
901-1100 <input type="checkbox"/>	C	111-120 <input type="checkbox"/>	£5.25	<input type="checkbox"/>	£6.50	<input type="checkbox"/>	£13.00	<input type="checkbox"/>	£26	<input type="checkbox"/>
1101-1200 <input type="checkbox"/>	D	121-130 <input type="checkbox"/>	£6.00	<input type="checkbox"/>	£17.50	<input type="checkbox"/>	£35.00	<input type="checkbox"/>	£70	<input type="checkbox"/>
1201-1300 <input type="checkbox"/>	E	131-140 <input type="checkbox"/>	£7.00	<input type="checkbox"/>	£21.25	<input type="checkbox"/>	£42.50	<input type="checkbox"/>	£85	<input type="checkbox"/>
1301-1399 <input type="checkbox"/>	F	141-150 <input type="checkbox"/>	£7.75	<input type="checkbox"/>	£23.25	<input type="checkbox"/>	£46.50	<input type="checkbox"/>	£93	<input type="checkbox"/>
1400-1500 <input type="checkbox"/>	G	151-165 <input type="checkbox"/>	£9.50	<input type="checkbox"/>	£28.75	<input type="checkbox"/>	£57.50	<input type="checkbox"/>	£115	<input type="checkbox"/>
1501-1650 <input type="checkbox"/>	H	166-175 <input type="checkbox"/>	£11.00	<input type="checkbox"/>	£33.25	<input type="checkbox"/>	£66.50	<input type="checkbox"/>	£133	<input type="checkbox"/>
1651-1850 <input type="checkbox"/>	I	176-185 <input type="checkbox"/>	£13.00	<input type="checkbox"/>	£38.75	<input type="checkbox"/>	£77.50	<input type="checkbox"/>	£155	<input type="checkbox"/>
1851-2100 <input type="checkbox"/>	J	186-200 <input type="checkbox"/>	£16.50	<input type="checkbox"/>	£49.75	<input type="checkbox"/>	£99.50	<input type="checkbox"/>	£199	<input type="checkbox"/>
2101-2500 <input type="checkbox"/>	K	201-225 <input type="checkbox"/>	£19.00	<input type="checkbox"/>	£57.00	<input type="checkbox"/>	£114.00	<input type="checkbox"/>	£228	<input type="checkbox"/>
2501-2750 <input type="checkbox"/>	L	226-255 <input type="checkbox"/>	£26.50	<input type="checkbox"/>	£79.25	<input type="checkbox"/>	£158.50	<input type="checkbox"/>	£317	<input type="checkbox"/>
2751 + <input type="checkbox"/>	M	256+ <input type="checkbox"/>	£34.25	<input type="checkbox"/>	£102.75	<input type="checkbox"/>	£205.50	<input type="checkbox"/>	£411	<input type="checkbox"/>
Motorcycle			£6.50	<input type="checkbox"/>	£11.00	<input type="checkbox"/>	£22.00	<input type="checkbox"/>	£44	<input type="checkbox"/>

Please state the date you wish the permit to commence If postal application, tick here

	Vehicle 1*	Vehicle 2	Vehicle 3
Registration number	<input type="text"/>	<input type="text"/>	<input type="text"/>
Make and Model	<input type="text"/>	<input type="text"/>	<input type="text"/>
Year of manufacture and CO ₂ emissions	<input type="text"/>	<input type="text"/>	<input type="text"/>

Are you the registered owner of the above vehicle(s)? Yes No

If No, please state owner's name and address (please see attached notes regarding company vehicles etc.)

NB: If your parking permit is valid for just one vehicle, you will no longer receive a printed permit.

Only vehicles under 5 metres long and 2.5 metres high and with seating capacity for no more than eight passengers are eligible for a Permit in Islington. Parking attendants are able to issue tickets to vehicles that are larger than the maximum dimensions and the permit for that vehicle can be withdrawn.

Have you been issued with a permit for another vehicle? Yes No

CARED FOR PERSON'S DETAILS

Surname First name Title (Mr/Ms etc)
 Address Postcode
 Telephones
 Date of assessment Care manager's name Office

CHANGE OF DETAIL / LOST OR STOLEN PERMIT

Change of vehicle Lost/Stolen Additional vehicle Destroyed Change of address
 Incorrectly issued Permit number (if known)
 Date permit purchased Permit start date Permit end date
 Police/crime reference number or incident number

VISITOR VOUCHERS

See notes on pages 3 and 4 for allocations and discounts

Visitors	Number of books	Number of books	Total price	Serial numbers (office use)
20 x 1/2 hour £8.40	<input type="text"/>	10 x 3 hour £23.00	<input type="text"/>	<input type="text"/>
Concessionary rate				
20 x 1/2 hour £4.20	<input type="text"/>	10 x 3 hour £11.50	<input type="text"/>	<input type="text"/>
Hire permit holders' vouchers				
20 x 1/2 hour £6.40	<input type="text"/>	10 x 3 hour £19.00	<input type="text"/>	<input type="text"/>
Permit £12.50			<input type="text"/>	<input type="text"/>
All day visitor vouchers	Number of vouchers			
1 x all-day £10.50	<input type="text"/>		<input type="text"/>	<input type="text"/>

CHECKLIST

For first or carer permit: Proof of residence Proof of vehicle ownership
For visitor vouchers: Proof of residence
Concessions for visitor vouchers: Proof of age or disability

Please make sure you read the Important notes on pages 3 and 4

I agree to the terms and conditions on pages 3 and 4

Signature Date

METHOD OF PAYMENT (we do not accept Electron or American Express)

Cheque Debit card Credit card Postal/Money Order
 I wish to pay by credit/debit card please debit my account in the sum of £
 Signature Name of card holder

Credit/debit card number Expiry date
 Delta and Switch users only: Start date Issue number

Important notes

RESIDENT OR CARER PARKING PERMIT (not for estate parking)

ADDITIONAL VEHICLE

CHANGE OF DETAIL / LOST OR STOLEN PERMIT

VISITOR VOUCHERS

Please read the document carefully and provide the required supporting documents. Cheques should be made payable to: London Borough of Islington.

PERMITS

To apply for a new parking permit an applicant must provide proof of residence and proof of vehicle ownership in Islington. Note that from 1 April 2012, many permits will no longer be printed. Applicants will receive confirmation when their permit is live, provided a valid email address is supplied. Multiple vehicle registration permits will still be printed.

Proof of residence for new application or change of address

The applicant must provide a copy of **ONE** of the following documents:

- Utility bill issued to the applicant at the Islington address within the last six months, **or**
- Council Tax bill issued to the applicant for the current billing year, **or**
- Driving Licence issued to the applicant at the Islington address, **or**
- Tenancy agreement.

No other documents are accepted as proof of residence. Please send COPIES of documents only. **Do not send originals.**

Proof of vehicle ownership for new application/change of vehicle/additional vehicle

The applicant must provide a copy of **ONE** of the following documents:

- Vehicle registration document (V5). The V5 must state the name and Islington address of the applicant. This should be the same as the proof of residence **or**
- Insurance schedule. The schedule must state the applicant is the main policyholder and the vehicle insured at the applicant's Islington address
- Company vehicle applicants must provide a copy of the vehicle registration document (V5) or copy of the lease agreement and a letter, written on the organisation's headed stationery, stating:
 - The applicant to be an employee of the company
 - The vehicle registration mark/number
 - Reason for providing the vehicle to the employee
 - Islington address where the vehicle will be parked.

The letter must be signed and dated preferably by the Company Secretary or an authorised officer of the company entitled to sign such declaration. **This must not be the applicant.**

New Islington residents

Applicants who are new to the Borough should register their details on Council's website <https://myaccount.islington.gov.uk> and follow the process for new application.

Proof of vehicle ownership required for a temporary resident parking permit

One of the following documents is required:

- A New Keepers Supplement, stating the applicant's name and Islington address (handwritten, is accepted) **or**
- V5 showing the applicant's Islington address **or**
- A Temporary Motor Insurance Cover note **or**
- Motor Insurance stating the applicant as the Named Driver.

To renew a temporary permit, applicants must provide full proof of residence in Islington. Applicants must also provide proof that the vehicle is registered to them at the Islington address.

Carers permit

Carers must return the permit to the parking permits department if you are no longer the nominated carer or the cared for person does not require care from you (see refund section on page 4). Please note that carer permits are only available for single vehicles.

Change of vehicle or an additional vehicle

To change a vehicle or add another vehicle to an existing permit the applicant must complete the relevant part of the attached application form and provide proof of ownership of the new vehicle. The existing permit must be returned with the application form and relevant documentation. If a change or additional vehicle is added for a temporary period of time up to 1 month, no additional charge / refund is made, otherwise the charge of the permit will be based on the vehicle which has the highest cc or CO₂ banding. A refund for the existing permit will need to be applied for prior to the issue of the new permit. The refund will be sent by cheque to the applicant within 28 days.

Change of address/Controlled Parking Zone (CPZ)

When a permit holder moves home they must inform the permits team of the change of address by completing the relevant part of the application form and provide proof of the new address. The existing permit must be returned with the application and relevant proofs and we will create a new permit for the new CPZ.

Match Day permit

A resident may apply for a Free Match Day permit. This permit is valid only in specific zones where additional match day restrictions apply when matches or events are held at the Emirates stadium. It is not valid at any other time.

Lost and stolen permits

It is the responsibility of the permit holder to report a lost or stolen permit to the local police and obtain an incident number or crime reference number. This number is required on the application form.

Permit-free housing

Many properties in Islington are now deemed to be permit-free. Should you be unsure of the status of your property you can check the current list of permit-free property at: www.islington.gov.uk then navigate to **>parking >parking permits >resident permits >find out more about residents permits.**

Suspension of parking spaces

The Council or the Police can suspend a resident's parking bay. Signs indicating this are placed in or adjacent to the bay, or over the parking bay sign. This will be done before the start of the controlled hours. However, to give notice of this, the Council will erect warning signs at least four days in advance of the suspension. Nevertheless, permit holders should ensure their vehicle is legally parked at all times. A vehicle parked on a suspended bay may receive a Penalty Charge Notice and could be removed. If you leave your vehicle unattended (for examples to go on holiday), you should give consideration to the possibility that the bay may be suspended in your absence and make arrangements to deal with this possibility.

VISITOR VOUCHERS

To apply for visitor vouchers an applicant needs to provide proof of residence only. (Visitor vouchers are NOT valid in housing estates and private roads.)

For acceptable proof of residence for visitor vouchers please refer to page 3 under the heading: **Proof of residence for new application/and change of address**

Concessionary rates

Senior citizens are entitled to purchase vouchers for the zone they reside in, at a 50% discount. Proof of age is required. The discount does not apply to ALL DAY vouchers.

Residents who receive attendance allowance and/or disability allowance are entitled to purchase vouchers for the zone they reside in, at a 50% discount. Proof of attendance allowance/disability allowance is required. The discount does not apply to ALL DAY vouchers.

Hire car

Residents who do not have a resident parking permit may apply for Hire Car Vouchers. They are entitled to 300 hours of vouchers and these must be displayed with an Annual Permit costing £12.50.

Refunds

Refunds for surrendered permits will be subject to a £21 administration fee, and this will be deducted from the basic amount due. Any refund application will be assessed, taking into account any monies that may be due to other Council Departments.

IMPORTANT

Owning a permit does not guarantee a parking space.

Permits may not be issued if there are outstanding Penalty Charge Notices linked to the applicant or if your property is considered to be permit-free.

By signing the application form the applicant consents to all the terms and conditions of the parking permit and visitor voucher scheme of the London Borough of Islington. If you give false or misleading information we may prosecute you and you may be required to pay a fine of up to £2,500.

This authority 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 in order to assist either the Council or those other bodies in the prevention and detection of fraud, including (but not limited to) bodies specifically concerned with auditing or administering public funds.

Islington Parking Services
P.O. Box 46106
London EC1B 1BR