

Resident's full off-street permit for Canterbury

A resident must live in the vicinity of a specific pay and display car park. The permit allows you to park at any time, including weekends and bank holidays.

Your completed application must be accompanied by a **photocopy** of all of the following documents:

- Your valid driving licence
- A vehicle registration document or insurance certificate for the vehicle. If you have use of a vehicle but do not own it, the owner's signed consent is required
- Proof that you live in Canterbury. This should be by way of a photocopy of a tenancy agreement including landlord signature, council tax bill (current year) or a recent utility bill, for example, water, gas or electric which should be dated within the last three months. (Please cover any financial details as we scan all the documents we receive and hold them on our computer system).

Please send your completed form and the correct fee (make cheques payable to Canterbury City Council) plus the necessary documents to Desk 9, Transportation and Environment, Canterbury City Council, Military Road, Canterbury CT1 1YW. Alternatively bring your completed form etc to the council offices in Military Road and your permit will be processed while you wait.

If there are any outstanding penalty charge notices for your vehicle we will not issue the permit.

Please complete in blue or black pen.

- I would like to apply for a 12 month permit at £560 (including VAT).**
Please contact Transportation and Environment for any other time period less than 12 months.
- I would like to apply for a replacement permit at £10. A replacement permit will only be issued if you return your old permit with this form and provide a copy of your new vehicle registration document or insurance certificate.**

Current permit number if you have one	
Your name (BLOCK LETTERS)	
Address (with postcode)	
Daytime phone number	
Vehicle registration number	
Make	Model
Your signature	Date / /

Permits are valid from the date of issue.

If you lose your permit or it is damaged or if you need us to change the registration number we charge a permit replacement charge of £10.

To improve the service we offer we may use this information for our research purposes.

For office use only

Permit number	Date of issue / /
Initial	
Checked by	

You can only use your permit in the following car parks

Castle Row

Cow Lane

Dover Street

Holmans Meadow

Longport

Maynard Road

Millers Field

Northgate

North Lane

Pound Lane

Queningate

Rosemary Lane

Station Road West

St Radigunds

Conditions of use

1. You must use the permit in line with the current Canterbury City Council (Off Street Parking Places) Order, which you can see at the Council Offices, Military Road, Canterbury.
2. Your permit cannot be used in the on-street parking bays.
3. When you are using the permit, **it must be** clearly displayed in your windscreen.
4. The permit remains the property of Canterbury City Council.
5. If you break these conditions, the permit will be invalid and we will withdraw it.
6. Where appropriate, refunds will be given for full months outstanding. Minimum refund of £30 less £10 administration charge.

Use of your data

This authority is under a duty to protect the public funds it administers, it 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 www.canterbury.gov.uk/datamatch or contact transportation@canterbury.gov.uk

To improve the service we offer you, we may use this information for our research purposes and enforce parking regulations in the Canterbury district.