



# CAR PARKING REQUEST FORM

Please complete the form below in BLOCK CAPITAL LETTERS and return to Student Services, Brooksby Melton College, Asfordby Road, Melton Mowbray, Leicestershire, LE13 0HJ or by email to the Advise & Guidance Manager Lorraine Cox on email: lcox@brooksbymelton.ac.uk or call: 01664 855 288 if you have any questions.

As part of the support all HE students have available to them you are entitled to park for FREE on the Brooksby Campus and King Street campus ONLY, subject to space (this excludes the Melton Campus). To ensure you have access to this facility we require the following details to be completed.

## SECTION ONE - APPLICATION DETAILS

Title:	Student number (office use only):		
Forenames:	Surname / Family name:		
Home address:			Postcode:
Telephone number:	Mobile number:		
Email:			
Date of Birth:	Age on 31st September 2013:	Gender	
Do you have a physical disability? If yes please state	If yes what support do you need?		
Full course title:			

## SECTION TWO – CAR OWNER DETAILS

As part to the accommodation package all HE students in BMC hall of residence are entitled to park for FREE on the Brooksby Campus and King Street campus. To ensure you have access to this facility we require the following details to be completed.

Licence type:
Owner of Vehicle:
Named driver:

	VEHICLE ONE	VEHICLE TWO (If applicable)
Make(s) of car / motorcycle		
Model(s)		
Registration number(s)		
Colour(s)		
Insurance Company		
Tax Disk due		
MOT due		

Owner Declaration:

When using my vehicle at Brooksby Melton college, I undertake to drive with due care at all times and to park only in the areas designated for learners' use. I will display my college car pass at all times. I accept that permission to keep my vehicle on the college premises may be withdrawn if I fail to fulfil these conditions. I understand that any vehicle is kept on college premises at the owner's risk and that the college cannot accept responsibility for loss or damage of the vehicle or its contents.

Signed:
Date: