



# RESIDENTIAL PARKING PERMIT APPLICATION FORM

## PART 1 - APPLICANT DETAILS

TITLE \_\_\_\_\_ GIVEN NAME \_\_\_\_\_ SURNAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
PHONE (HOME) \_\_\_\_\_ MOBILE \_\_\_\_\_  
EMAIL ADDRESS \_\_\_\_\_

## PART 2 – TYPES OF PERMITS:

 There are two types of Residential Parking Permits:

1. An adhesive windscreen sticker that is linked to a specific vehicle's registration – (RES)
2. A card that can displayed on the dashboard of vehicles visiting the property – (VIS)

## PART 3 – ENTITLEMENTS:

 The total number of permits available to the property is a follows:

Dwellings per Lot	Maximum number of permits
One dwelling	3 permits
Two to three dwellings	2 permits per dwelling
Four to fifteen dwellings	1 permit per dwelling
More than 15 dwellings	No permits

## PART 4 – NUMBER & TYPE OF PERMITS REQUIRED:

 Please indicate if you require a windscreen sticker (RES) or a Visitor Card (VIS)

Details	Permit One		Permit Two		Permit Three	
	RES	VIS	RES	VIS	RES	VIS
Registration						
Car make						
Car type						
<b>Fees</b>	One permit = \$12.30		Two permits = \$70.30		Three permits = \$182.30	

- Note: if you are claiming an exemption from the first residential/visitor permit (\$12.30), your application must include a copy of your Health Care, Pension Card or relevant documentation.

## PART 5 – PROOF OF RESIDENCY:

 One piece of identification specifying applicant's name and address must be supplied e.g. driver's licence, utility bill, residential lease or REIV bond lodgment etc.

## PART 6 – DECLARATION:

 I have read and agree to the conditions of use as written as specified in the Parking Permit Conditions of Use.

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

### FOR OFFICE USE ONLY

Date: \_\_\_\_\_ Amount Paid: LC PP/PARK \_\_\_\_\_ Receipt No: \_\_\_\_\_ Proof of residency sighted

### PAYMENT OPTIONS

#### 1) IN PERSON

At any Council Service Centre. Pay by cash, cheque, eftpos or credit card.

- Whitehorse Civic Centre  
379 Whitehorse Road, Nunawading  
Phone 9262 6333
- Box Hill Town Hall  
1022 Whitehorse Road, Box Hill
- Forest Hill Chase Shopping Centre  
Shop 275, Canterbury Road, Forest Hill

#### 2) MAIL

Cheque or money order (payable to City of Whitehorse) or credit card (provide details below).

**Card type:** (Tick one box)  Visa  MasterCard  Bankcard  
(Please note that American Express and Diners Club are not accepted)

**Card number:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Expiry date:** \_\_\_\_\_ / \_\_\_\_\_ **Authorised amount: \$** \_\_\_\_\_

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

## **PART 7 – RESIDENTIAL PARKING PERMITS CONDITIONS OF USE**

- A vehicle correctly displaying a Residential Parking Permit may be exempt from on-street parking restrictions in front of residential properties within the area specified on the permit providing:
  - The parking signs allow parking for at least 30 minutes or is a permit zone.
  - A Residential Parking Permit is displayed on the passenger side of the vehicle's dashboard in such a manner that the details of the permit are clearly visible from the outside of the vehicle.
- The issue of a permit does not guarantee the availability of a parking space.
- The use of parking spaces may be suspended by members of the Victoria Police or by authorised Council Officers.
- Permits are not transferable and are only to be used by bona fide residents and visitors.
- Permits are not to be sold or given away.
- Permits are not valid in no stopping areas, clearways, bus or taxi zones, offstreet car parks, commercial or business areas or similar.
- Permits are valid for 12 months from the date of issue.

Please note: Extended parking in permit areas can only take place after a permit application has been approved and the permit is displayed. If the permit conditions are not complied with, penalties may apply.

## **PART 8 - PRIVACY INFORMATION**

The personal information on this form is being collected by Whitehorse City Council for municipal purposes and objectives and various statutory obligations of Council. This information will be used solely by Council for that primary or related purpose and will not be disclosed to any other party except as required by law. Individuals have a right to seek access to their personal information and make corrections by contacting Council's Privacy Officer on 9262 6413. You may view Council's Privacy Policy on our website [www.whitehorse.vic.gov.au](http://www.whitehorse.vic.gov.au) or obtain a copy from any Council's Service Centres.

## **PART 9 - FURTHER INFORMATION**

If you have any questions in relation to Residential Parking Permits, please contact Council between 9.00am and 5.00pm on 9262 6333.