

PARKS PERMIT APPLICATION FORM

RESIDENTIAL & BUSINESS

1 JULY 2018 - 30 JUNE 2019



LODGEMENT AND PAYMENT OF APPLICATION: You can lodge and pay for your application via:



Council: City of Canada Bay Civic Centre, 1A Marlborough Street, Drummoyne
8.30am-4pm, Monday-Friday – **Payment by CASH, CHEQUE OR CARD**



Email: customer.service@canadabay.nsw.gov.au

A tax invoice will be sent via email for payment when your application has been accepted by Council. Payment **MUST** be made within three (3) working days of receipt of invoice and can be paid using credit card via Council's online eServices Portal: www.canadabay.nsw.gov.au



Mail: City of Canada Bay, Locked Bag 1470, Drummoyne NSW 1470 – **Payment by CHEQUE ONLY**

Please note:

Your application will **NOT** be processed until **FULL** payment has been received.
If paying by CREDIT CARD, an additional 1.0% processing fee will apply.
If paying by AMEX CARD, an additional 1.0% processing fee will apply.

Please complete this application form to apply for a Bayview & Cabarita Parks Parking Permit only. For Resident, Visitor and Business Permits see the applicable application forms. The permit year is valid from 1st July 2018 – 30th June 2019

Residents and Residential ratepayers

- Residents and Residential ratepayers can apply for two (2) free parks permits in one permit year.
- Additional permits for residents and residential ratepayers will be charged at the non-resident, non-ratepayers & business ratepayer's fee for permits.
- All other applicants will be charged the non-resident, non-ratepayers & business ratepayer's fee for permits.
- Westport Marina is not included in this scheme, and is subject to alternative arrangements

Please complete and submit pages 1 and 2 of this form and copies of any required documents to Council

Office Use

Fee Paid: \$

Receipt No:

Date:

Permit type (Please tick one only)

Resident

Business

Non-Resident

Applicant details

Surname:

First Name:

Email:

Contact Number:

Street address:

Suburb:

Postcode:

Postal address:

Suburb:

Postcode:

Fees for 2018/2019 - Permit fees are in accordance with Council's Annual Fees & Charges:

1 st and 2 nd Parks Parking Permit for Residents & Residential Ratepayers	Free
Additional Parks Parking Permit for Residents & Residential Ratepayers	\$226 each
All Parks Parking Permits for Non-Residents, Non-Ratepayers & Business Ratepayers	\$226 each

Vehicle/ Permit details

Vehicle Registration No.:	<input type="text"/>	Make:	<input type="text"/>	Model:	<input type="text"/>
Office Use	Application Number:	<input type="text"/>	CSO:	<input type="text"/>	<input type="text"/>
Vehicle Registration No.	<input type="text"/>	Make:	<input type="text"/>	Model:	<input type="text"/>
Office Use	Application Number:	<input type="text"/>	CSO:	<input type="text"/>	<input type="text"/>

Documents to be supplied by applicant

The applicant is required to present the following documents:

The applicant must establish residential status at the address stated on the application form and in the applicant's name as stated on the application form by providing copies of:

Proof of Residence		Please tick
	Rates notice for the current year	<input type="checkbox"/>
	Current Residential Tenancy Lease (minimum 6 months)	<input type="checkbox"/>
<i>(The applicant must provide 2 of these documents)</i>	Current Driver's Licence	<input type="checkbox"/>
	Bank Statement (dated within 3 month of date of this application)	<input type="checkbox"/>
	Utility Account (dated within 3 month of date of this application)	<input type="checkbox"/>

Proof of Ownership		Please tick
Applicant Owner:	Current Vehicle registration papers in applicant's name & address	<input type="checkbox"/>
Company Vehicle:	Current Company vehicle registration papers	<input type="checkbox"/>
<i>(both are required)</i>	Company letter authorising the applicant's use	<input type="checkbox"/>

This form must be completed in full. Please answer all questions truthfully

If Council considers that there is misuse, all and any permits issued to a residence may be cancelled without refund and the subject residence may be excluded from participating in the parking scheme for a period not exceeding five (5) years.

A parking permit obtained through a dishonest act of deception may be considered to be fraud under Section 192E of the Crimes Act, which can carry a penalty of up to ten (10) years imprisonment and/or a penalty of up to \$11,000 for individuals in the Local Court.

Declaration

I declare that I have read and accept the CONDITIONS OF USE & ELIGIBILITY attached and that the above information is true and correct.

Applicant signature:	<input type="text"/>	Date:	<input type="text"/>
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PARKS PARKING PERMIT CONDITIONS OF USE & ELIGIBILITY



1. Applicants for a parks parking permit must complete Council's Parks Parking Permit Application Form. Failure to complete this form in full may result in the application not being processed.
2. An applicant may be a resident, a ratepayer or a non-resident or non-ratepayer of the City of Canada Bay.
3. The vehicle is not a truck, bus, tram, tractor, caravan, box trailer, horse float, boat trailer or any other vehicle 4.5 tonnes GVM and over.
4. All applicants must establish residential status at the address stated on the Application Form. The applicant must provide two (2) of the following documents in the applicant's name and residential address:
 - Rates notice - Notice must be for current year
 - Residential tenancy lease - Minimum 6 Months lease and must be current
 - Driver's Licence - Licence must be current
 - Bank Statement - Dated within 3 month of the date of application
 - Utility Account - Dated within 3 month of the date of application
5. Vehicles must be registered to the address stated on the Application Form and in the applicant's name except as allowed in Clause 6. Vehicle registration papers or a registration renewal notice must be provided.
6. For company vehicles the applicant must supply a copy of the vehicle registration papers AND a letter on company letterhead authorising the applicant's private use of the vehicle.
7. Applicants with Pool or Hire cars are not eligible for the issue of a permit.
8. Private vehicles that are registered interstate are eligible for the issue of a maximum 6 month permit only. The fee for a temporary 6 month permit remains the same as a normal 12 month permit. Temporary permits will be charged at the full annual permit rate. Permits for interstate vehicles cannot be renewed.
9. No pensioner fee reduction applies for Parks permits however a pensioner reduction does apply for replacement permits (see Council's Replacement Application Form – Parks Permits).
10. Parks Parking Scheme permits must be permanently affixed to the vehicle.
11. Permits must be displayed on the inside of the vehicle to obtain exemption from parking restrictions. Permits must be permanently affixed on the left-hand side of the front windscreen.
12. In the case of motorcycles, the parking permit should be displayed in a special holder attached to the vehicle and the onus is on the rider to safely secure the permit.
13. Permits must be clearly visible to an authorised officer viewing from the outside of the vehicle.
16. A permit is valid only if it is affixed or displayed in accordance with the above.
17. Permits only provide exemption from time restrictions or charges when the vehicle is parked in a permit parking space located within the Parks Parking Scheme area specified on the permit. Permits do not give exemption from any other parking restrictions (e.g. BUS ZONE, LOADING ZONE, MAIL ZONE, NO STOPPING, NO PARKING, CLEARWAY, DISABLED PARKING ZONE, etc.).
18. Parks permits are only valid in Bayview Park and Cabarita Park.
19. If a permit is lost or destroyed or a vehicle is sold the permit holder may apply for a replacement permit by completing a Replacement application form and pay applicable fees as per Council's fees and charges.
 - The permit holder must remove and return the permit to Council or provide a Statutory Declaration stating that the permit has been lost or destroyed.
 - If the nominated vehicle has been sold then the permit holder must also provide documentation of the sale (i.e. An RMS Notice of Disposal)
20. Council does not issue renewal notices. It is the permit holder's responsibility to renew a permit prior to its expiry date.
21. Permits issued after 1 July will be charged at the full annual permit rate. Please note there is no Pro-rata of Fees.
22. Current proof of residency and vehicle registration shall be provided by the permit holder each year when permit renewal is requested.

23. The holder of a permit is not guaranteed a parking space within the parking scheme.
24. Permit fees are in accordance with Council's Annual Fees & Charges.
25. Permits remain the property of Canada Bay Council at all times.
26. Permits are non-refundable.
27. Permits are not transferable. Sale, copying or alteration of a permit is an offence.
28. Misuse of a permit is an offence.