

BUSINESS PARKING PERMIT APPLICATION FORM

Property Key: Office Use Only

Application No:

Date Received:

115860.2014 (JULY 2016)

LEGAL REQUIREMENTS REGARDING INFORMATION PROVIDED TO COUNCIL

Council is obliged under s.6 of the *Government Information (Public Access) Act 2009* to publish details of all development applications (including names of applicants and owners) and any associated documents on the website, except for floor plans of any residential parts of a building. Please note that the information provided by you on this form will be used by Council or its agents to process this application and it can be made available, as required by law, to other government agencies. Under the *Privacy and Personal Information Protection Act 1998*, some personal information provided on this form, such as phone numbers, will not be published on Council's website. Information regarding access to or publication of information by Council, can be referred to Council's Privacy Contact Officer.

Type of Permit (Please tick the appropriate box)

No Parking – Council Permit Holders Excepted

Ticketed Parking Zones

Address details of development

Shop/Unit No:	House No:	Office Use <input type="checkbox"/>
Street:	Suburb:	
Lot No:	Deposited / Strata Plan No:	Section:

Information required

Vehicle Registration Number:	Expiry date:	
Make of Vehicle:	Model of Vehicle:	
Colour of Vehicle:		
Type of Vehicle: <input type="checkbox"/> Car <input type="checkbox"/> Van <input type="checkbox"/> Ute <input type="checkbox"/>		
Please attach a copy of the following documents:		
<input type="checkbox"/> Current ABN Registration Certificate		<input type="checkbox"/>
<input type="checkbox"/> Vehicle Registration papers		
<input type="checkbox"/> Current Driver's Licence		

Applicant/s details and declaration

Family Name(s)/Surname(s) (or company & ACN): / Company Contact Person:		
Address		Postcode:
Home Phone:	Business Phone:	Mobile:
Fax:	Email:	

- I declare that I am the Principal of the above business, located at the premises nominated above and that the information I have provided is true and correct in every detail. I understand that Liverpool City Council may withdraw and cancel the permit if the information I have supplied is not true and correct
- I acknowledge that the permit will remain the property of Liverpool City Council and undertake to keep the permit secure at all times
- I will ensure that the permit is not sold, transferred or assigned to another party and will return the permit to Liverpool City Council if the vehicle to which the permit applies is disposed of or my eligibility or place of business changes
- I acknowledge that Liverpool City Council does not send out renewal letters and that it is my responsibility to renew the permit annually

Applicant's Signature(s): _____ Date: _____

Release of determined permit

<input type="checkbox"/> Posted <input type="checkbox"/> Held for collection at Council (Only the applicant is authorised to collect)			<input type="checkbox"/>
Signature when collected:		Date:	
Business Evidence:	Vehicle Ownership:	Zero off-street parking:	
Permit Area:	Permit No:	Approved by: Date:	

**CONDITIONS OF USE – ELIGIBILITY FOR BUSINESS PARKING PERMITS
“No Parking” – Council permit holders excepted / Ticketed Parking Zones****Business Parking Permit (BPS)**

- principals of the business are eligible to apply for a permit in a “No Parking – Council Permit Holders Excepted” zones but must meet the following criteria:
- business premises has no on-site parking facility and no unrestricted on-street parking space in front of or close to the business
- supply of off-street parking facilities within the area of the BPS are inadequate to meet the parking demand
- business premises could not reasonably be modified to provide on-site parking space(s)
- vehicle registration number is recorded on the permit
- vehicle is not a truck, bus, tram or tractor
- vehicle is registered in NSW in the name of the business

Life of permit

1. Permits are valid for one year from the date of issue and must be renewed prior to the expiry date on the permit
2. Council does not send out renewal letters – it is the responsibility of permit holders to renew permits annually
3. Permits must be renewed for any change in vehicle or to residential/business property that affects off-street parking

Display of permit

1. Permits must be displayed and be visible to rangers/police officers
2. Permits must reflect the registration number of the vehicle in which it is displayed and designed zone in which it is parked

Permit fee

Fee for permits shall apply as listed in Council’s Revenue Pricing Fees and Charges

Use of permit

Permit is only valid:

1. For the period shown on the permit
2. If displayed in the vehicle, displaying the same vehicle registration number
3. In the designated area
4. If all the permit details are clearly visible from outside the vehicle
5. If the vehicle is parked in accordance with the NSW Road Rules

This permit:

1. Is not transferable
2. Does not guarantee the availability of a parking space
3. Can be cancelled and withdrawn at the sole discretion of Council
4. Is no longer valid if circumstances change and the permit holder no longer meets the eligibility criteria
5. Will not be honoured if misused

Replacement of permits

To apply for a replacement permit, a Replacement Form is to be lodged and an administration fee must be paid.

This applies when:

- (a) Current Permit is lost or destroyed, or
- (b) A vehicle is sold. Documentation that the car has been sold will also be required

Exemption from parking restrictions

The permit issued will exempt the applicant from the parking restriction, only if:

- (a) The street sign states “Permit Holder Excepted”, and in the right zone
- (b) The permit is clearly displayed on the vehicle

Note: All other RMS conditions (Australian Road Rules and Road Transport Safety and Traffic Management Regulation) in relation to on-street parking still apply.