

# RESIDENT PARKING PERMIT - APPLICATION



## APPLICANT DETAILS

(Please print clearly)

Name \_\_\_\_\_

Address \_\_\_\_\_ Postcode \_\_\_\_\_

Phone \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

## ELIGIBILITY

### Proof of residence (only one required)

Current NSW Drivers Licence     Council Rates Notice     Rental Agreement     Utility Bill

### Applying for

Resident Parking Permit for a single dwelling:     1     2

Visitor Permit:     1

Multi Unit Dwelling Resident Parking Permit:     1

*Note: Proof of registration needs to be provided for all vehicles.*

*For single residential dwellings: if applying for three (3) permits, refer to Council's Fees and Charges as only two (2) permits are issued free of charge.*

## RESIDENT PARKING PERMIT 1

**Vehicle details**    Registration \_\_\_\_\_

### Proof of vehicle ownership

RMS Vehicle Registration    or     Vehicle Insurance     Company Vehicle Letter (if applicable)

## RESIDENT PARKING PERMIT 2 (if eligible)

**Vehicle details**    Registration \_\_\_\_\_

### Proof of vehicle ownership

RMS Vehicle Registration    or     Vehicle Insurance     Company Vehicle Letter (if applicable)

## DECLARATION

I declare that I have read and accept the attached Conditions of Issue and that the above information is correct and true.

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

### Complete and lodge:

- In person at Council's Customer Service Centre - 65 Homebush Road, Strathfield
- Email to [council@strathfield.nsw.gov.au](mailto:council@strathfield.nsw.gov.au) or post to RPS Application, PO Box 120 Strathfield NSW 2135 with copies of requested documentation

# CONDITIONS OF ISSUE

## RESIDENT PERMIT ELIGIBILITY

A resident may be eligible for a parking permit, in accordance with the following conditions:

- The vehicle must be registered at the address of the applicant within the Resident Parking Scheme area.
- Single dwelling houses can apply for a maximum of two (2) Residential Parking Permits and one (1) Visitor Parking Permit. Only two (2) permits can be issued free of charge.
- For apartments and multi-unit dwellings, a maximum of one parking permit can be issued. Residents of multi-unit dwellings are not eligible for visitor parking permits.
- Permits are not transferable.
- According to the Roads and Maritime Service (RMS) guidelines, the maximum number of permits that may be obtained by a single house hold is two permits.
- For a company vehicle, in addition to RMS registration documents, the applicant must supply a letter (on company letterhead), signed by an authorising officer which states the resident is an employee of the company for the current financial year and the vehicle is authorised for use by the resident to travel to and from work.
- If Council determines that permits are being abused or misused by residents, the resident may have their permit cancelled and excluded from the scheme for a period determined by Council.
- The permit can only be allocated to a vehicle less than 6m in length and less than three tonnes mass limit and with only two axles. Caravans, trailers and boats are excluded from the scheme.

## REPLACEMENT PERMITS

For a replacement permit, the following conditions apply:

### If the permit is lost or destroyed:

- A Statutory Declaration is required, stating that the permit was lost or destroyed
- The lost or destroyed permit will become void

### If a vehicle is sold and a new vehicle is registered at residence:

- Documentation of the sale of the vehicle
- Documentation of new vehicle ownership
- The old permit is to be removed from the vehicle before being sold

## PERMIT DISPLAY

Permits must be displayed in accordance with the conditions below; fines may apply if the permit is displayed otherwise.

## Resident Parking Permit

- The resident parking permit sticker must be affixed to the windscreen on the passenger side of the vehicle, and be clearly visible.

## Visitor Parking Permit

- The visitor parking permit must be placed on the dashboard of the vehicle, on the passenger side and be clearly visible.

## PARKING EXEMPTIONS

A parking permit enables the permit holder to be exempted from parking restrictions when:

- The signposted restrictions states "Permit Holders Excepted"
- The permit is displayed correctly (as detailed above)

Parking permits do not exempt permit holders from "No Stopping", "No Parking", "Bus Zone", "Disabled Parking" or unauthorised locations and other Resident Parking Areas.

## PRIVACY STATEMENT

Strathfield Council manages privacy and personal information in accordance with relevant legislation and Council's Privacy Management Plan. Information on how Council handles your personal information is explained in Council's Privacy Management Plan.

Council collects and stores your personal information to assess and manage your Application. You accept the provision of the above information is voluntary but failing to provide all or part of the sought after information may result in your Application being refused.

Information provided by you may be provided to third parties in accordance with relevant legislation. Council is the recipient and agency that holds the information.

Under the Privacy and Personal Information Protection Act 1998 and the Government Information (Public Access) Act 2009 you can apply to access records of personal information Council holds about you, and then apply to amend or correct personal information. You can access your personal information by writing to Council's Privacy Contact Officer at PO Box 120, Strathfield NSW 2135. You can view Council's Privacy Management Plan by visiting [www.strathfield.nsw.gov.au/council/privacy-management](http://www.strathfield.nsw.gov.au/council/privacy-management).

OFFICE USE ONLY

Resident Permits Allowed \_\_\_\_\_  
Resident Permits Issued \_\_\_\_\_

### Resident Parking Permit 1

- Proof of Residence  
 Proof of Ownership

Permit Number \_\_\_\_\_  
Expiry Date \_\_\_\_\_

### Resident Parking Permit 2

- Proof of Residence  
 Proof of Ownership

Permit Number \_\_\_\_\_  
Expiry Date \_\_\_\_\_

Visitor Permit Allowed \_\_\_\_\_  
Visitor Permit Issued \_\_\_\_\_

### Visitor Parking Permit

- Proof of Residence

Permit Number \_\_\_\_\_  
Expiry Date \_\_\_\_\_

Officer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_