

## Long Stay Car Park Permit - Guidance Notes, Terms & Conditions

The council offers a limited number of permits that can be relied on to park in long stay car parks and long stay on-street parking areas throughout the authority. These are virtual permits therefore permit holders do not need to display anything within their vehicle; Civil Enforcement Officers can view permit details on their handheld computers.

### 1. Where can I park with a Long Stay Car Park Permit and how much will this cost?

- Permits can be used when parking in the following locations:

Permit Type	<b>Bridlington Class A</b> £550.00 – 12 months £290.00 – 6 months £48.33 – 1 month	<b>Bridlington Class B</b> £400.00 – 12 months £215.00 – 6 months £35.83 – 1 month	<b>Bridlington Class C</b> £300.00 – 12 months £165.00 – 6 months £27.50 – 1 month
<b>Valid in</b>	Langdales Wharf Car Park Nelson Street Car Park Danes Dyke Car Park South Landing Car Park Flamborough Head Car Park Limekiln Lane Car Park Sewerby Picnic Car Park Moorfield Road Car Park Flamborough Road Car Park	Nelson Street Car Park Danes Dyke Car Park South Landing Car Park Flamborough Head Car Park Limekiln Lane Car Park Sewerby Picnic Car Park Moorfield Road Car Park Flamborough Road Car Park	Danes Dyke Car Park South Landing Car Park Flamborough Head Car Park Limekiln Lane Car Park Sewerby Picnic Car Park Moorfield Road Car Park Flamborough Road Car Park
Permit Type	<b>Bridlington Class D</b> £150.00 – 12 months £90.00 – 6 months £15.00 – 1 month	<b>Beverley</b> £550.00 – 12 months £290.00 – 6 months £48.33 – 1 month	<b>Hornsea</b> £300.00 – 12 months £165.00 – 6 months £27.50 – 1 month
<b>Valid in</b>	Moorfield Road Car Park Flamborough Road Car Park	Grayburn Lane Car Park (Long Stay Area) George Street Car Park School Lane Car Park (Long Stay Area) Norwood on-street Pay and Display Area Trinity Lane Car Park	Broadway Car Park Eastgate Car Park Sands Lane Car Park
Permit Type	<b>Drifffield</b> £450.00 – 12 months £240.00 – 6 months £40.00 – 1 month	<b>Howden</b> £150.00 – 12 months £90.00 – 6 months £15.00 – 1 month	
<b>Valid in</b>	Beckside Car Park	Bishops Manor House Car Park (Long Stay Area) Hailgate Car Park (Long Stay Area)	

- Possession of a valid permit allows the permit holder to park in any of the locations specified above for their particular permit type.
- Permits are not transferable between towns (or between classes in Bridlington).
- Possession of a permit does not guarantee a parking space. If a space is not available in a permit holder's desired location, alternative parking arrangements must be made.
- Permit holders are not permitted to reserve a parking place in any way.
- At locations where parking bays are painted on the ground, vehicles must park with all of its tyres within the boundary of a marked bay.
- Permit holders must not park a trailer or caravan in reliance of their permit.

- Possession of a permit does not offer an exemption from any other parking restriction; all restrictions are advertised on-site.
- Permit holders must not use car parks as an off-road storage facility for their vehicle.

## **2. How do I change the vehicle covered by my permit?**

- When purchasing a permit, permit holders are required to enter their vehicle's registration mark (VRM).
- Long Stay Car Park Permits can only have one vehicle covered by them at any one time.
- Permit holders can change the vehicle covered by their permit by logging onto their MiPermit account and following instructions on-screen to update the VRM.
- Permit holders can change the VRM on their permit as often as they wish.
- It is the responsibility of the permit holder to ensure that the VRM on their permit is kept up to date. Permit holders will be liable for any Penalty Charge Notice issued due to them failing to update the VRM on their permit.

**If you need any assistance using the MiPermit system please contact MiPermit directly on 0345 520 7007.** These calls cost the same as a national rate call, and from a mobile phone will be included in your minutes package (where applicable).

## **3. How do I renew my permit?**

- Once a permit has expired, permit holders can no longer rely on this for the parking of their vehicle and must make alternative parking arrangements.
- A reminder email will be sent to the email address used to set up a MiPermit account approximately one month prior to a Long Stay Car Park Permit expiring, with a link to renew.
- If an email address is not used to set up a MiPermit account, permit holders may not receive a reminder, however the responsibility lies with the permit holder to ensure they renew their permit in time.
- When purchasing a monthly permit, permit holders can opt to have the permit automatically renewed each month. The automatic renewals will continue until permit holders opt out of this facility.
- If permit holders choose to have their permit automatically renew, it is their responsibility to ensure they have funds available in their bank account to pay for the renewal each month.
- Permit holders will be liable for any Penalty Charge Notice that they may be issued due to them not renewing their permit in time (this includes if an automatic renewal fails due to lack of funds).

## **4. What happens if I change name or address?**

- If you change address please telephone MiPermit on 0345 520 7007 so that they can assist you.
- If you change your name, telephone number or email address, please log into your MiPermit account and click 'Members and Vehicles' to update your details.

**If you need any assistance using the MiPermit system please contact MiPermit directly on 0345 520 7007.** These calls cost the same as a national rate call, and from a mobile phone will be included in your minutes package (where applicable).

## 5. Closure of Car Parks / Suspension of Parking Places

- From time to time the council may need to close a car park or suspend the use of a number of parking places for reasons such as to enable essential maintenance works to take place.
- The council will usually give seven days' notice of a suspension, by displaying notices adjacent to the affected parking places, however in some cases this could be only one days' notice.
- The notices will advise motorists of the dates and times of the suspension – **Long Stay Car Park Permits will not be valid in any affected parking places during these times**, therefore permit holders should make alternative parking arrangements.
- Permit holders will be liable for any Penalty Charge Notice issued to them whilst parked in a closed car park or a suspended parking place.
- If you are parked in a suspended parking place (for example: the bay is suspended whilst you are away from your vehicle), your vehicle may be moved to a safe location as near as possible to its original location.

## 6. Refunds

- Refunds of permits will be based on the permit cost, less a deduction of 10% for each month or part month of use, together with a £29.00 deduction for administrative costs.
- This refund calculation will apply to monthly, 6 monthly and annual permits, regardless of the amount of time left on the permit.

## 7. Declaration

**By purchasing a Long Stay Car Park Permit, you are agreeing to all terms and conditions as explained above and including those listed below:**

- I declare that I will not provide any false or misleading information in order to obtain a Long Stay Car Park Permit. I understand that the council may prosecute if I do provide false or misleading information.
- I confirm that I keep and use the vehicle covered by my Long Stay Car Park Permit, and that I will update my MiPermit account promptly if this changes.
- I confirm that I live at the address provided.
- I declare that I will keep my account information up to date, and accept liability for any Penalty Charge Notice that may be issued due to me not keeping information up to date.
- I declare that I will not try and reserve a parking space in any way.
- I declare that I will rely on my permit for parking only, and will not use a qualifying parking place as a storage facility for my vehicle.
- I declare that I will not attempt to park a caravan or trailer in reliance of my permit.
- I understand that the council will use the information that I give in line with the Data Protection Act 2018. I understand that the Parking Operations Team may pass this information onto other council departments and the DVLA where it is necessary to issue me with the relevant permit.
- I understand that the council is under a duty to protect the public funds it administers, and to this end may use the information I have provided for the prevention and/or detection of fraud. I understand that this information may be shared with other bodies responsible for auditing or administering public funds.
- I understand that I must promptly inform the council of any changes that may affect my entitlement to a permit.
- I give the council permission to cancel my permit if I am no longer entitled to it, without the need to notify me of the cancellation in writing.
- I understand that I must comply with the terms and conditions applying to the parking location as indicated on signs at the location.
- I have read, understood and agree to abide by all the information in this document.

## **8. Breaches of these terms and conditions**

Without prejudice to our other rights under these terms and conditions, if you breach these terms and conditions in any way, or if we reasonably suspect that you have breached these terms and conditions in any way, we may:

- Send you one or more formal warnings;
- Temporarily suspend your access to the MiPermit website;
- Permanently prohibit you from accessing the MiPermit website;
- Contact any or all of your internet service providers and request that they block your access to the MiPermit website;
- Commence legal action against you, whether for breach of contract or otherwise; and/or suspend or delete your account on the MiPermit website.

Where we suspend or prohibit or block your access to our website or a part of the MiPermit website, you must not take any action to circumvent such suspension or prohibition or blocking (including without limitation [creating and/or using a different account]).

## **9. Variation**

- We may revise these terms and conditions from time to time.
- The revised terms and conditions shall apply to the use of our website from the date of publication of the revised terms and conditions on the website, and you hereby waive any right you may otherwise have to be notified of, or to consent to, revisions of these terms and conditions.

## **10. Privacy policy:**

"If required, the council may collect and store the personal information provided in line with the Data Protection Act 2018. Parking Operations will use this information to process a Resident Permit, and may pass this information to other council departments and the DVLA for this and related purposes. For more information on your rights and what happens to your information please visit: [www.eastriding.gov.uk/privacynotice](http://www.eastriding.gov.uk/privacynotice) or telephone us on 01482 393939" .