

Enquiries to: (01724) 297000

Date: <<>>



www.northlincs.gov.uk

Parking Services

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Tel 01724 297000

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The Occupier

Dear Occupier

**Residents Parking Permit – Queen Street Area, Brigg
Renewal**

The following applies:

- The issue of a permit does not mean there are reserved spaces solely for use by the permit holders.
- The permit must be clearly displayed within the vehicle when in use.
- A permit is valid for one year, provided you remain a resident of the Queen Street area.
- The permit will remain valid until 31st March 2011.
- Temporary permits for loan or hire vehicles will not be issued.

To qualify for a permit renewal, the Council requires the applicant to produce the following:

- Utility bill, rent book or tenancy agreement (if the applicant's name does not appear on the current Electoral Register).
- A completed application form.
- Payment of a £10 administration fee.
- A copy of the V5 (Vehicle Registration Document also known as the Log Book) with the applicant's 'Queen Street area' address shown, if available.

The old permit **must** be returned to Parking Services with the application for a renewal. If the old permit is not returned a renewal will not be issued.

We enclose a Permit Application Form, which should be completed and returned with the appropriate remittance.

Yours sincerely
Parking Services