

Indigo Park Services Ltd
The Parking shop
71/73 Market Street
PO BOX 152
WD18 0YD

Telephone: **01908 223 506**

Ref: SPA/«Permit_Number»

Date: 28/10/2016

«Permit_Holder_Name»
«Permit_Holder_Address_1»
«Permit_Holder_Address_2»
«Permit_Holder_Address_3»
«Permit_Holder_Town»
«Permit_Holder_County»
«Permit_Holder_Postcode»

Dear «Permit_Holder_Name»,

Visitors Parking Permit «Permit Valid Location Desc»

Please find your visitors permit attached below. This should be carefully detached and displayed in your visitor's windscreen, using the enclosed permit holder. If it is not clearly displayed a Penalty Charge Notice may be issued.

The conditions of use state that you must return this permit when you cease to be a resident of the property, and that it is not for your own use or another member of your household.

Please note that the permit only allows your visitor to park within the Parking Area «Permit_Valid_Location_Desc» for which your permit is valid, and within the permit spaces marked as parking bays for permit holders. If your visitor parks on double yellow lines or single yellow lines during restricted hours they may be issued with a parking ticket. Please ensure that your visitor parks their car with thought for others by leaving as small a gap as is practical, and note that if they park across driveways you will risk having your visitor permit cancelled.

Visitor permits are not valid in Three Rivers public car parks. You are advised that having a visitor permit does not guarantee your visitor a parking space and lost visitor permits will not be replaced.

Please telephone if you have any queries regarding the scheme.

Yours sincerely

Indigo Park Services UK Ltd

On behalf of Three Rivers District Council
Indigo Park Services UK Limited. Registered in England No 2362957 at Oak House Reeds Crescent Watford Herts WD24 4QP. Vat Reg No. 653 5517 31



Received from: «Permit_Holder_Name»
the sum of: £«Permit_Charge», for Permit No: «Permit_Number»,
Area: «Permit_Valid_Zone»,
Date Issued: «Permit_Issue_Date»

Payment Method: _____

Commencing: «Permit_Start_Date», Expiring:
«Permit_Expiry_Date»

Issuers Signature _____

Received from: «Permit_Holder_Name»
the sum of: £«Permit_Charge», for Permit No: «Permit_Number»,
Area: «Permit_Valid_Zone»,
Date Issued: «Permit_Issue_Date»

Payment Method: _____

Commencing: «Permit_Start_Date», Expiring:
«Permit_Expiry_Date»

Issuers Signature _____

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Conditions

1. This permit is available for use only in respect of the vehicle(s) shown on the face.
2. It must be displayed on the front nearside of the vehicle when parking in the Permit Parking place or bay in the relevant zone or car park for which it is issued during the permitted hours.
3. Expired permits or permits no longer required or valid must be returned to the Council Parking Shop. Any loss or mutilation of a permit must be reported in writing to the Council Parking Shop.
4. The full conditions of issue are contained within the relevant Three Rivers District Traffic Regulation Order which can be viewed at The Parking Shop.
5. A person shall be guilty of an offence who, with intent to deceive, forges, or alters, or uses or lends to, or allows to be used by any other person, this permit (Section 115 Road Traffic Regulation Act 1984).

For further information relating to the parking schemes in Three Rivers please telephone the Parking Shop on 01908 223 506.

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