

In case of enquiry contact: Parking Services, PO Box 121,
Cambridge CB1 2WW
Direct Dial: 01223 727900
Email: parkingpermits@cambridgeshire.gov.uk



Cambridgeshire
County Council

Parking Services

Mr Abc 123
1 LETSBY AVE (F)
Cambridge
CB4

08 March 2017

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Important Reminder
Permit Details - Brunswick - RB\1250
Permit Renewal Pin - 13972

Dear Mr Abc 123

Your current Resident Parking Permit is due to expire on 17/03/2017 23:59:00. Renewal of this permit will cost **£81** and can be done:

- **On-Line by visiting www.cambridgeshire.gov.uk/parking**, selecting 'Residents parking' and from the 'Resident parking in Cambridge' page following the instructions. All permits are printed on secure stationery and will be posted to you, please allow five working days from date of application to receive your permit. **Please ensure you have the this letter with the PIN with you when you renew online.**
- **By post by completing this form and returning to Parking Services, PO Box 121, Cambridge, CB1 2WW.**
Please ensure you enclose a copy of your valid driving licence, showing the name and address as the above and a valid certificate of motor insurance showing you as the policyholder . Payment can be made by completing and returning the debit /credit card section overleaf or enclosing a cheque made payable to Cambridgeshire County Council. **DO NOT SEND CASH. Please allow 10 working days from posting your application.**

Don't forget to order your Visitors Parking Permits

This can be done when renewing your Resident Permit on-line or independently by visiting www.cambridgeshire.gov.uk/parking, selecting 'Residents parking' and from the 'Resident parking in Cambridge' page following the instructions, by post or by simply calling the Parking Services Team on 01223 727900, 9am to 4.30pm Monday to Friday excluding public holidays . Please have your credit/debit card to hand.

Visitor Parking Permits cost £8.00 each and allow five separate visits.

If applying by post, please see important information overleaf

Important Information

Permits are issued by Cambridgeshire County Council under The City of Cambridge (Civil Enforcement Area) (Waiting Restrictions and Street Parking Places) Consolidation Order 2008. Cambridgeshire County Council manages the Cambridgeshire Residents' Parking schemes.

Cambridgeshire County Council processes personal data in compliance with the Data Protection Act 1998. We will process your personal data for the purposes of parking management. We may obtain information about you from others or we may pass information onto other organisations where necessary to provide these services. If you are applying for a permit and the address you have supplied is a property that is registered with us as being owned by either Anglia Ruskin University or the University of Cambridge, we will share your information with them in order to assist them in the enforcement of their regulations.

The information entered in this form may be stored electronically. The information may, where appropriate, be shared with other relevant bodies. You have the right to request a copy of any personal information and to have any inaccuracies corrected.

This Authority is under a duty to protect the public funds it administers and to this end may use the information you have provided on this form within this authority for the prevention and detection of fraud. It may also share this information with other bodies administering public funds solely for these purposes.

We reserve the right to request at any time copies of your valid insurance and driving licence. Failure to provide these documents when requested will result in immediate cancellation of your permit.

Declaration

I confirm that:

- ✓ This is my main address;
- ✓ My vehicle has not changed;
- ✓ I remain the main insured driver of this vehicle;
- ✓ I enclose/authorise payment of **£81** covering my resident permit renewal fee and _____ visitor/s permit/s at £8.00 per permit.

Signed: _____ Date _____

We accept payment by :

Cheque/Postal Orders (made payable to Cambridgeshire County Council)
Debit Card / Credit Card

Payment Slip (once your payment has been processed this section will be destroyed for your security)

Debit Card Payment

I wish to charge my debit/credit card account in the sum of

£

Card Number													Start Date	Expiry Date
*													MM/YY	MM/YY
3 digit security code from rear of card									Switch Issue No			/	/	
Name On Card						Signature								
Contact Telephone Number														

Office Use Only

Permit No. **RB\1250**
Start Date: **18/03/2016**
Vehicle: **Volkswagen**

Colour: **Red**
VRM: **W692XRO**