



Working in Partnership

Dear Sir/Madam

Thank you for choosing to purchase a SMART permit. Please find attached your new SMART parking permit. You must ensure that you clearly display the permit in the windscreen of your vehicle at all times, in the holder provided.

Designated Car Parks where parking with a SMART permit is allowed:

Grimsby

- Abbey Walk (all levels)
- Burgess Street
- Cartergate
- Duchess Street
- Garibaldi Street
- Grimsby Town Hall
(with authorised access fob)
- Orwell Street East and West
- Wellington Terrace
- Fishing Heritage Centre
- Heritage Square

Cleethorpes

- Boating Lake
- Grant Street (Not HGV area)
- Civic Offices
- Wardall Street (except the short stay bays)
- Yarra Road (Central bays only)
- Thrunsoe Land
- Cleethorpes Town Hall
(not spaces marked 'reserved')
- Meridian Road
- North Promenade
- St. Peter's Avenue

You may not use a Smart Permit – NOT VALID FOR USE IN:-

Grimsby

- Garden Street
- Market Hall Roof

Cleethorpes

- Central Promenade
- High Street
- Leisure Centre

Yours faithfully,

**On behalf of
Parking Services Department**



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Terms and Conditions

1. All scheme members will be required to display a SMART Parking permit when parking on the designated sites.
2. The permit will not have an annual expiry date but scheme members are responsible for ensuring that permits are maintained in a valid and legible condition with the correct details clearly displayed. If the permit is subject to fading, such that the details cannot be easily read, the scheme member must apply to Parking Services for a replacement.
3. One permit will be issued per individual who joins the staff parking scheme.
4. Failure to conspicuously display a legible valid permit may result in a penalty charge notice being issued.
5. Each permit will have a serial number. Those members that are part of a car sharing club will be issued with one permit; this being to the person who has applied to join the SMART Parking Scheme.
6. Staff may join the scheme at any time. Applications must be received before the 12th of the month for deductions to commence and a permit to be issued in that current month.
7. Staff making a "lifestyle change" (for example redundancy of a partner, pregnancy of employee or partner, marriage or divorce of employee), will be entitled to suspend their membership of the scheme for any period of whole months. The permit must be returned to Parking Services.
8. Staff on long-term sick (28 days or more) will be entitled to suspend their membership by returning their permit to Parking Services.
9. The Council accepts no liability for damage or theft/loss from or of vehicles parked on Council property. Replacement permits will be issued at a cost of £20.
10. All vehicles displaying a permit must be parked in accordance with the North East Lincolnshire Council current Off Street Parking Order.
11. The use of photocopied permits is prohibited. Such actions will result in the serving of a penalty charge notice. In addition the Council will treat such acts as fraud which may lead to disciplinary action being taken.
12. The permit is registered to yourself as an employee of North East Lincolnshire Council and not a specific vehicle.
13. If you change your vehicle, then there is no need to notify Parking Services.
14. Only cars and Light Goods Vehicles may be part of the scheme.

If found please return to:

North East Lincolnshire Council
Parking Services
Origin 2
Europarc
Grimsby
DN37 9TZ

Tel: (01472) 326290