

Enquiries to: (01724) 297000  
Date: <<>>



[www.northlincs.gov.uk](http://www.northlincs.gov.uk)

Parking Services

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The Occupier

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### Residents Parking Permits – Queen Street Area, Brigg

Dear Occupier

The current Brigg Resident Parking Permits for the Queen Street area of Brigg expire on the 31<sup>st</sup> March <<>>.

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 from 1<sup>st</sup> April <<>> **until** 31<sup>st</sup> March <<>>.
- If you change your vehicle, the old permit is not valid, and must be returned and a new permit must be obtained.
- To renew your permit for a change of vehicle (different registration), please ring Parking Services on 01724 297000.
- Temporary permits for loan or hire vehicles will not be issued.

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

- 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 £50 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 the V5 document does not show the permit area address then a copy of a utility bill in the owner/keeper's name at the permit address is required. The V5 document must be in the applicant's name.

An administration fee of £50 is payable and £10 is required if a replacement is required.

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

Yours sincerely  
Parking Services