

Application for a Community Worker Permit

Individuals who regularly provide emergency or urgent health care to patients within Northumberland may apply for a Community Worker Permit. **Please ensure that you sign the declaration on the reverse of this form. Failure to provide the completed, signed application form and necessary evidence will delay the processing of your application and the issue of your permit.**

Full Name: Dr/Mr/Mrs/Miss/Ms/Other	
Full Postal Address:	Telephone:
	Mobile:
	E-Mail:
Postcode:	
Registration of vehicle required on permit:	
Do you require a new protective wallet(s)? (Please state Yes or No - otherwise none will be sent)	YES [] NO []
Do you require a time clock? (Please state Yes or No - otherwise none will be sent)	YES [] NO []

The following evidence must be provided (please do not send original documents)

- All evidence must show the applicants name and address
- Evidence must include one from list A and one from list B for all applications

<u>List A</u>	Please tick	<u>List B</u>	Please tick
Evidence of employment		Evidence for vehicle ownership	
An official letter from your employer confirming eligibility (NHS Trust, Primary Care Trust or Practice Manager)		V5C - Vehicle Registration document	
		Lease/hire agreement	
		Insurance certificate	
		Company car letter	

Community Worker Permit Payment

There is an annual charge of £15.00 for each Community Worker Permit.

Accepted methods of payment: cash, cheque, credit/debit card or postal order. Cheques and postal orders should be made payable to 'Northumberland County Council.'

You can make payment in person at any of our Northumberland Information Centres or by post to: Parking Services, Northumberland County Council, Morpeth, Northumberland, NE61 2EF.

Please note that permits will not be issued until Parking Services receive all the required documentation.

This Council 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 for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. More details are available under the data matching section of the Council's website, which can be found at <http://www.northumberland.gov.uk/nfi>

DECLARATION

- (a) I confirm that I have read and accept the Community Worker Permit scheme terms and conditions.
- (b) I hereby certify that all the information given in this application is correct.
- (c) I shall immediately surrender the permit to Northumberland County Council in the event of leaving my current employment or the change/sale of vehicle.
- (d) It is an offence for a person to knowingly make a false statement for the purpose of obtaining a parking permit.

Signed: _____

Dated: _____

For official use only	Face to face payments – CAN No & Mach Code:	Kiosk/Handitill pay ref & location:
Amount Paid	Date Paid	Permit No
CSA Signature	Print name	
Previous permits checked: Issued: cancelled:	Officer	