



Permit Replacement or Vehicle Registration Alteration



Stratford-on-Avon District Council

Parking Services, Elizabeth House, Church Street, Stratford-upon-Avon. CV37 6HX

Telephone: 01789 260691 Facsimile: 01789 260676 Minicom: 01789 260747 Website: www.stratford.gov.uk

Cheques payable to STRATFORD-ON-AVON DISTRICT COUNCIL.

Debit or Credit Card payment is available at Elizabeth House.

If you find the text in this form difficult to read
we may be able supply it in a format better suited to your needs

I am applying for

EITHER (tick appropriate box)

(a) **Change of vehicle registration** (original permit must be returned with this application)

<input type="checkbox"/>	Season ticket (£5 charge applies)	02360/13111
<input type="checkbox"/>	Resident's Permit (£5 charge applies)	62362/13666
(please also supply proof of residence and ownership of new vehicle)		
<input type="checkbox"/>	Other (£5 charge applies)	see counter book

Previous Vehicle Registration number

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*New Vehicle Registration number

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*please ensure that the vehicle registration number is correct as errors resulting in re-issuing of permit will incur an additional £5 admin charge

OR

(b) **Replacement for** (Please provide covering letter stating reason for loss)

<input type="checkbox"/>	Lost season ticket / permit (£5 charge applies)
<input type="checkbox"/>	Lost Bridgeway Multi Storey / Bridgeway Surface passcard (£10 charge applies)

Name

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Address

Postcode

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Daytime telephone number or mobile

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Payment enclosed - please tick £5 ☐ £10 ☐ Please make cheques payable to: STRATFORD-ON-AVON DISTRICT COUNCIL

Signed

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Dated

DD/MM/YYYY

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Please return this completed application to:

Parking Services, Stratford-on-Avon District Council, Elizabeth House, Church Street, Stratford-upon-Avon CV37 6HX

CONDITIONS OF USE

1. Permits/season tickets/passcards are issued for private use only.
2. Season tickets and Resident's Permits must be displayed on the inside of the windscreen above the motor tax disc. If you do not display the season ticket/permit for whatever reason, you will be liable to a Penalty Charge Notice.
3. Permits/season tickets are not interchangeable between vehicles. Should you change vehicles, your season ticket/permit can be exchanged for a fee of £5.
4. Should you lose your season ticket/permit a duplicate can be issued. An administration fee is applicable.
5. If you wish to cancel your season ticket before its expiry date, an administration fee of £10 will be charged. Refunds will only be made on remaining complete months. Restrictions apply in the case of Leisure Centre or Residents Permits.
6. The issue of a permit/season ticket/passcard does not guarantee a parking place.
7. Season ticket/permits/passcards will be valid for the same period as your original permit.

**If you would like any further information please
do not hesitate to contact**

Parking Services on 01789 260691

Stratford-on-Avon District 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.

For further information, see <http://www.stratford.gov.uk/datamatching>

RECEPTION USE ONLY

Temp Pass issued: Yes ☐ No ☐

Number

Original Permit returned: Yes ☐ No ☐

Docs attached (if req): Yes ☐ No ☐

Received by

Date

DD MM YYYY