

Resident Parking Scheme Application Form



Worcestershire County Council (District of Wychavon – Evesham)
(Permitted Parking Area and Special Parking Area)
(Waiting Restrictions and Street Parking Places) Consolidation Order 2004

Resident Details

Title:
Mr /Mrs/Ms/Miss/Other

First Name(s):
(Block capitals)

Surname:
(Block capitals)

Address:
(Block capitals):

Postcode:

Daytime
telephone number:

Reasons for application:

New Permit / Renewal of permit / Change of vehicle / Lost permit / Replacement
(Delete as applicable)

All permits are £40 each and only one visitor and one vehicle permit are permitted per household.

Vehicle Permit

For a vehicle permit, please provide:

Vehicle registration number:

Vehicle make/model:

Existing permit details (if applicable):

Ref number: Expiry date:

Please enclose: Proof of vehicle ownership (V5) AND Proof of residency (Council Tax / Utility Bill)

Visitor Parking Permit

Do you require a Visitor Permit ☐ Yes ☐ No
(Please tick appropriate box)

Please enclose: Proof of residency (Council Tax / Utility Bill)

Payment

To pay by credit or debit card please call 01386 565009 between the hours of 9am – 5pm, Monday to Friday. If you have paid the fee using a credit or debit card (cost - £40 per permit) please provide the following details as provided by the operator.

Date of Payment:

Receipt Number:

Alternatively, please make cheques or postal orders payable to Wychavon District Council, and send in with the completed application form.

Applicants Signature:

Date:

Completed and signed application forms can be scanned and emailed to: parking@wychavon.gov.uk
or

Posted to: Parking Services Unit, Civic Centre, Queen Elizabeth Drive,
Persore, Worcestershire, WR10 1PT.

Please be aware that in the event that an amendment is required, the old permit will need to be surrendered.

Residents permits Terms and Conditions

- There is a non-refundable charge of £40 per annum for a residents parking permit and only two are permitted for each property. One vehicle permit and one visitor permit can be issued for each property;
- A vehicle registration document and proof of residency is required for the issue of a vehicle permit. If a visitor permit is required, proof of residency will need to be provided;
- The vehicle permit holder must be the registered owner or keeper of the vehicle for which the permit is issued;
- The permit does not guarantee that a parking space will be available;
- The permit must be affixed to the front windscreen of the vehicle, so that the information on it is clearly visible when viewed from the front of the vehicle;
- The loss or destruction of a permit must be reported promptly to Parking Services. An administration charge of £10 shall be made for a duplicate permit;
- The permit must be returned immediately, if the holder ceases to reside at the property for where the permit was issued;
- The permit must be returned immediately, if the permit holder ceases to be the owner of the vehicle, in respect of which the permit was issued. A replacement permit will be provided for a replacement vehicle.
- The permit is issued for a period of twelve months only. Responsibility for the renewal of the permit (if applicable) rests with the permit holder;