

## Dispensations – Conditions of Use

### 1. Dispensation information.

#### Definition of parking dispensation

A parking dispensation is intended for use only by the applicant; it provides an exemption to park on specifically designated regulations during restricted hours.

#### Virtual dispensation permit

The display of a dispensation is not required and we will not issue you with a paper dispensation. The equipment our Civil Enforcement Officers use provides access to your details for verification purposes.

### 2. Who can apply and notice required.

Anyone can apply for a parking dispensation by registering through the Dartford permit portal.

- Applicants should submit their application for a dispensation at least 10 working days before the required start date. The Council has a duty to assess the application prior to approval, which may involve visiting the location to identify the likely impact on residents and businesses. (Working days do not include Saturdays, Sundays or Bank Holidays).
- Where an application is received less than 10 working days before the start date, the dispensation may not be approved by the start date.
- A dispensation will only be valid when it has been authorised and confirmed by the Council. If a confirmation email has not been received, the applicant should not assume their dispensation has been approved.

### 3. Where can I park?

Dispensations can only be used in specific locations as agreed with Dartford Borough Council

### 4. How long can I have a dispensation for?

- An application can be made for a maximum of 3 weeks initially. Periods of longer than 3 weeks may require additional applications. Please contact the council to discuss any requests of more than 3 weeks at [parking.services@dartford.gov.uk](mailto:parking.services@dartford.gov.uk).

## **5. Important information**

### **Please note:**

1. Even if a dispensation has been approved, the vehicle must be relocated if requested by a Civil Enforcement Officer, Police Officer, or an Officer of the Council.
2. Vehicle(s) must be parked in a manner that creates no hazard to pedestrians or other road users, does not obstruct sight lines at junctions and does not obstruct access or the free flow of traffic.
3. Dispensations are not transferable and refunds will not be given for periods of unused time.
4. It is a criminal offence if, with intent to deceive, you knowingly make a false statement or mishandle or forge documents to get a business parking permit for yourself or others. The Council may prosecute you under the relevant criminal legislation in cases where this is relevant.
5. Failure to have a valid permit or inform us of a change of vehicle or address may result in a Penalty Charge Notice being issued.
6. The Council reserves the right to withhold or withdraw a permit.