

## Season Permit – Conditions of use

### 1. Season permit information.

#### Definition of a season permit

A season permit is intended for use only by the season permit holder to enable them to park in parking bays in a nominated car park.

#### Car parks

Our website has details of the car parks where season permits are available and the tariffs that apply.

#### Virtual permit

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

### 2. Who can apply and what needs to be provided.

#### Who qualifies?

The Council will issue a season permit to anyone wishing to park regularly in a nominated Council operated car park.

#### Season permit valid only for the named vehicle

A season permit is valid only for the specific vehicle registration given in the application. Failure to insert a vehicle registration mark correctly may result in a Penalty Charge Notice being issued. You may link up to 2 vehicles to one permit, however, you must ensure that only the vehicle that is currently shown as active is parked in the car park.

### 3. How long can I have my permit for?

#### Length of season permit and renewal

- The season permit will be valid for monthly periods from 1 to 12 months from the date of issue.
- It is your responsibility to renew the season permit on its expiry.
- If you wish to renew your season permit, please follow the instructions on your reminder notification

#### **4. Where can I use my season permit?**

##### **Parking places**

- The vehicle must be parked in a marked bay, excluding motorcycle bays and disabled bays, in the nominated car park only.
- A season permit does not guarantee the availability of a parking space.
- The Council reserves the right to suspend any parking bay/location as required.

#### **5. Change of details and refunds.**

##### **Change of address and/or vehicle**

If you change your address or vehicle on a temporary or permanent basis, you must update your online account immediately.

##### **Refunds**

Refunds cannot be made for periods when the season permit is not used. However, a refund may be payable for a season permit holder who wishes to permanently cancel their unexpired season permit for the full months that are not used.

#### **6. Important information.**

##### **Please note:**

1 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.

2 Failure to have a valid season ticket or inform us of a change of vehicle may result in a Penalty Charge Notice being issued.

3 Season tickets are not transferable to other places or persons, unless specifically authorised by the Council.

4 Season ticket holders are not permitted to sell or transfer the season ticket to other parties.