

The Parking Team, London Borough of Barnet, PO Box 27284, London N11 1YB

RESIDENT PERMIT APPLICATION FORM

Please tick all the relevant boxes and complete the application below. Please use BLOCK CAPITALS.

A Permit charges

Permit Type	Charge
First vehicle	£40.00
Second vehicle	£70.00
Third vehicle	£70.00
Temporary*	£35.00

“Green” Permits are issued to LPG/dual fuel/electric/electric hybrid vehicles and are charged at £15.00 per vehicle. All permits are issued on the basis of postal address and a maximum of three may be issued per household.

* Temporary permits are valid for three months

B First vehicle permit application

Charge: £40
(or £15 for a green permit)

OFFICE USE ONLY

Title (Mr/Mrs/Miss/Ms/Other) Full Name

Address

..... Post Code

Telephone No Length of Time at Address

Vehicle details: Make Model

Colour Registration

NOTE: We are unable to issue a resident permit to vehicles over 2.3m in height. (See Declaration).
Please read the Declaration and Conditions of Use and sign below to say that you understand and accept the conditions.

Signed Date

C Second vehicle permit application

Charge: £70
(or £15 for a green permit)

OFFICE USE ONLY

Title (Mr/Mrs/Miss/Ms/Other) Full Name

Address

..... Post Code

Telephone No Length of Time at Address

Vehicle details: Make Model

Colour Registration

NOTE: We are unable to issue a resident permit to vehicles over 2.3m in height. (See Declaration).
Please read the Declaration and Conditions of Use and sign below to say that you understand and accept the conditions.

Signed Date

D Third vehicle permit application**Charge: £70**
(or £15 for a green permit)**OFFICE USE ONLY**

Title (Mr/Mrs/Miss/Ms/Other) Full Name

Address

..... Post Code

Telephone No Length of Time at Address

Vehicle details: Make Model

Colour Registration

NOTE: We are unable to issue a resident permit to vehicles over 2.3m in height. (See Declaration).

Please read the Declaration and Conditions of Use and sign below to say that you understand and accept the conditions.

Signed Date

E Temporary three-month permit**Charge: £35****OFFICE USE ONLY**

Title (Mr/Mrs/Miss/Ms/Other) Full Name

Address

..... Post Code

Telephone No Length of Time at Address

Vehicle details: Make Model

Colour Registration

NOTE: We are unable to issue a resident permit to vehicles over 2.3m in height. (See Declaration).

Please read the Declaration and Conditions of Use and sign below to say that you understand and accept the conditions.

Signed Date

DECLARATION – By signing any of the foregoing sections:

1. I declare that I live at the address given and wish to apply for a resident's parking permit(s) in respect of the vehicle(s) described.
2. I understand that any permit issued to me by the Council is in respect of the said vehicle(s) and that any permit issued must be surrendered to the Council:-
 - (a) I cease to be a resident within the zone which the permit is issued;
 - (b) I cease to own the vehicle specified in this application;
 - (c) The vehicle specified in this application is adapted in such a manner that it exceeds 2.3m in height; or
 - (d) I am issued with a duplicate permit.
3. The validity of the permit is conditional on it being displayed in the front or near-side window of the vehicle so that the details on the front of the permit are clearly visible from outside the vehicle.

PROOF OF RESIDENCE AND PROOF OF VEHICLE OWNERSHIP MUST ACCOMPANY ALL PARKING PERMIT APPLICATIONS

We strongly suggest that for your convenience all applications be sent by POST (ensuring that you send COPIES of the documents to support your application). All documents must clearly show your name and address within the London Borough of Barnet.

PLEASE PROVIDE ONE OF THE FOLLOWING DOCUMENTS AS PROOF OF RESIDENCE:

- CURRENT Utility Bill (within the last 6 months) - Gas, Electric, Water or Land-Line Telephone. Must be in the name of the applicant. **PLEASE NOTE WE DO NOT ACCEPT MOBILE PHONE BILLS.**
- Council or housing trust rent book.
- A valid flat or house contents insurance policy.
- Benefits or pension book.
- **Current** Council Tax Bill (confirming that you pay Council Tax for the property within the zone).
- Tenancy agreement.
- **Current** Bank or Building Society statement.

PLEASE PROVIDE ONE OF THE FOLLOWING DOCUMENTS AS PROOF OF VEHICLE OWNERSHIP:

- Vehicle Registration Document showing the same name and address as the proof of residence.
- Insurance Document showing the applicant as the **Main Policy Holder** with the vehicle insured at the same address as the proof of residence.
- Company Car Applicants must have a letter from their employer stating: the Applicant is an **Employee of the Company**, the Vehicle Registration Number, the Address where the vehicle will be kept and must be Signed and Currently Dated.
- Applicants with a long-term lease or hire vehicle must provide a copy of the agreement showing the same address as the proof of residence.

By providing all the correct documents we will be able to process your application in an efficient and timely manner.

If you have recently moved to the London Borough of Barnet and cannot provide the information requested overleaf please provide one proof from each of the two categories below.

PROOF OF RESIDENCE:

- A LETTER OF COMPLETION on a newly purchased property. The letter must state that the transaction **has been completed** and is not set for completion at a future date.

PROOF OF VEHICLE OWNERSHIP:

- A **TEMPORARY MOTOR INSURANCE COVER NOTE** and your Vehicle Registration Document at your previous address.
- Motor Insurance stating the Applicant as a **NAMED DRIVER**.