

Parking Process, London Borough of Barnet, PO BOX 27284, N11 1YB

Visitor Voucher Application Form

Please complete this application form using block capitals and return it to the address above.

Please note that we can only issue a maximum of 20 books (200 vouchers) during any 12 month period, and vouchers cost £10.00 per book of 10 vouchers.

A	Office Use Only
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Title (Mr/Mrs/Miss/Ms/Other) Full Name

Address

..... Post Code

E-mail.....

Telephone No Length of Time at Address

B

I am not a holder of a resident permit and I enclose proof that I am a resident of a Controlled Parking Zone (e.g. photocopy of a utility bill).

I would like to apply for book(s) of visitor vouchers and enclose a cheque/postal order made payable to the "London Borough of Barnet".

For £

C

I have a valid resident permit for vehicle registration

I would like to apply for book(s) of visitor vouchers and enclose a cheque/postal order made payable to the "London Borough of Barnet".

For £

Declaration

1. I declare that my usual place of residence is at the address above and wish to apply for/renew visitor vouchers as described overleaf.
2. I understand that any visitor voucher issued to me by the Council is only to be given to visitors, visiting my household.
3. The validity of the visitor voucher is conditional upon it being appropriately used in accordance with the conditions of use printed on the back of the voucher.
4. I confirm that the above information is correct to the best of my knowledge. I understand that making a false statement may result in prosecution and a possible fine of up to £5,000. .

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

Signed Date

Data Protection Statement

The London Borough of Barnet will use information, including personal information, collected through the issuing of these Permits for the enforcement of traffic contraventions and it may also be used for compatible purposes. The information may be disclosed to London Councils, other enforcement agencies and third parties where it is necessary and lawful to do so e.g. for the prevention and detection of crime. All information will be processed in accordance with the Data Protection Act 1998.

Payment Details

Cheques and postal orders are to be made payable to the "London Borough of Barnet".

Do Not Send Cash

Unfortunately, we are no longer able to accept postal credit or debit card payments.

Conditions of Use

1. Visitor vouchers are available for the use only by visitors to residents in a Controlled Parking Zone.
2. A visitor voucher must be displayed if a visitor parks in a "Permit Holders Only" parking place or a "Resident Permit Holders Only" parking place during the controlled hours, making sure that the same zone identifier letter(s) displayed on the voucher appears on the sign.
3. Visitor vouchers are not valid in pay and display spaces, car parks or on yellow lines. They can only be used in shared use spaces where the signs include the wording in condition 2.
4. Visitor vouchers are only valid if completed and displayed as described on the front of the voucher. They can only be used on the date for which it is validated.
5. It is prohibited to use a vehicle in a parking place in connection with the sale or offering or exposing for sale of goods.
6. Visitor vouchers can only be used once the month, day and date have been scratched off. Alterations made to details will invalidate the Voucher, for example if more than one month, day or date is scratched off, this will invalidate the voucher.
7. The issue of visitor vouchers does not guarantee the availability of a parking space nor does it render the Council subject to any liability in respect of loss or damage to any vehicle in a parking place or the contents or fittings of any such vehicle.
8. Failure to correctly display a voucher may result in a Penalty Charge Notice (PCN) being issued to the vehicle.
9. Parking places may be suspended by any person duly authorised by the Council or the police. Do not park in a parking place where signs indicate it is suspended.
10. A maximum of 20 books of visitor vouchers can be purchased within 12 months.
11. The Council is unable to give refunds for unused vouchers.

Providing all the correct documents will help us process your application as quickly as possible. If you have any queries about your application please contact the Process Team:

Email: parking@barnet.gov.uk