



# STIRLING COUNCIL

## Residents' Parking Permit Application Form

Name .....

Address .....

.....

.....

Telephone Number .....

Car Make .....

Model .....

Registration Number .....

### Declaration

I hereby make application for a Residents' Parking Permit to enable me to park in the zone applicable to my home address.

I have read the conditions of use and understand that non-compliance with these conditions may lead to the Permit being withdrawn.

I enclose my cheque/Postal Order (made payable to Stirling Council) to the value of £79.00, a photocopy of a document which confirms my address and a photocopy of the Vehicle Registration document.

Signed .....

Date .....

Please return completed forms to:-

Customer First  
1-5 Port Street  
Stirling  
FK8 2EJ

### National Fraud Initiative

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information visit <http://my.stirling.gov.uk/services/law-and-licensing/national-fraud-initiative>.



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OHS 531391

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## Conditions of Use and Notes for Guidance

- (1) Each application must be accompanied by a photocopy of an official document which confirms your name and address. A photocopy of your Council Tax payment book or a recent bill (telephone bill (not Mobile phones), gas or electric are the only bills acceptable as proof of address) would be preferable. The applicant **must** be resident at the stated address for a minimum period of six months per year.
- (2) Each application must be accompanied with a photocopy of the Registration Document for the vehicle. The name and address on this document should be the same name and address as in (1) above. If the vehicle driven by the applicant is a Company vehicle, written confirmation from your employer confirming this should be enclosed with your application.
- (3) The Permit is the property of Stirling Council or its successors. The Permit is valid for one year and costs £79.00. Reminders for renewal will be issued. Please make cheques/Postal Orders payable to Stirling Council.
- (4) The Permit does not guarantee a parking space.
- (5) The Permit will be marked with a zone number. The Permit entitles the holder to park without limit of time and at no additional charge, in areas which have signs indicating the zone number. The Permit cannot be used to park in any other zone.
- (6)
  - (a) **Stirling** - The Permit system currently operates between the hours of 8.45 am and 5.30 pm, Monday to Saturday (inclusive).
  - (b) **Dunblane** - The Permit system currently operates between the hours of 8.45 am and 5.30 pm, Monday to Friday (inclusive).
- (7) The Permit is non-transferrable. In the event of a vehicle being replaced while a Permit is still current, it is the responsibility of the Permit holder to surrender the current Permit and make application for a new Permit. In this circumstance, a new Permit will be issued, free of charge, to cover the remaining period of the year.
- (8) The Permit is invalid if amended or altered in any way.
- (9) If the Permit holder changes address, the Permit becomes invalid and must be surrendered to Stirling Council.
- (10) Abuse of the Permit system may result in the withdrawal of the Permit.

### Permit Renewal Procedure

- (1) Before a Permit will be renewed, proof of continued residency **must** be provided. As with (1) above, a photocopy of a recent bill (telephone bill (not Mobile phones), gas or electric are the only bills acceptable as proof of continued residency) must be provided. Council Tax details will also be accepted. If neither of the foregoing is available, please telephone for advice (tel. 01786 404040).
- (2) Applications should be made by post or by visiting the Customer First Offices.

