



Parking Services
 Mulcture House
 Mulcture Hall Road
 HALIFAX HX1 1SP

Tel: 01422 392171
 Fax: 01422 392191
 Email: parking@calderdale.gov.uk

APPLICATION FOR RESIDENTS PARKING PERMIT

Applicant Details:

Residents

Name:

Address:

Contact Telephone No:

Date moved to above address

- Please note a copy of the V5 registration document is required for any vehicle that is applied for.
- If this is the first time you have applied for permits at the above address, proof a residency will be required i.e. a copy of your current Domestic Council Tax bill or tenancy agreement.
- If permits are misused they will be withdrawn.
- No more than 3 permits will be issued per property.

Vehicle Details:

Vehicle 1		Vehicle 2	
Reg. No		Reg. No	
Make		Make	
Colour		Colour	

Please tick if you require a visitor permit

STATEMENT

I am a resident at the above address and I am the registered owner/keeper of the above vehicle(s)

Signed.....Date.....

NOTE Calderdale MBC will ensure that any personal information provided by you on this form will be treated in accordance with the provisions of the Data Protection Act 1998. Calderdale MBC is the Data Controller of the information you have provided on this form and is registered with the Information Commissioner's Office for the purposes of processing your personal information in relation to your application.

The Council must protect the public fund it handles and so may use the information you have provided on this form to prevent and detect fraud. The Council may also share this information, for the same purposes, with other organisations which handle public funds. The Council will not share your information for any other purpose without your explicit consent.

For further information about this please contact the Council's Information management Co-ordinator on 01422 392298.

Completed application forms should be returned to:

Parking Services
 Mulcture House
 Mulcture Hall Road
 Halifax
 HX1 1SP

FOR OFFICE USE ONLY

Issued by:

Checked:

Issue date:

Permit No:

Invoiced by:

Invoice date:

Frequently Asked Questions

Why do we need a Residents' Parking Scheme?

Parking schemes are set up in areas where residents have experienced problems with on street parking. These problems can be caused by vehicle congestion, often from businesses or shoppers. To alleviate parking problems in these areas, residents are issued with parking permits.

Who can apply for a Resident Parking Permit?

Only people who reside at specified properties can be issued with Resident Parking Permit. A Residents Parking Scheme is created through a Traffic Regulation Order (TRO). Only a resident whose properties are listed within this order qualify for permits.

To find out if your property is listed in a Residential Parking Scheme please contact Parking Services at the address below.

Please note that businesses are not eligible for permits unless they also reside at the same location.

How can I apply?

If you think you qualify for a Resident Parking Permit, please complete a Resident Permit application form. Please note, you will be asked to provide proof of residency, for example, a copy of your domestic council tax bill.

Where can I park?

Resident Permit Parking areas are identified by signs that indicate "Permit holders only" and a zone number. The area reserved for parking is marked on the road surface by a broken white line. It is not divided into individual bays so users are requested to show consideration to other users by utilising the space sensibly. You may only park in the zone that is indicated on the permit, and the permit does not reserve or guarantee a parking space.

What types of permits are there?

There are two types of Resident's Parking Permits.

Residents' Permits: These show a specific vehicle registration number.

Visitor Permits: These show address details only and should only be used by bona fide visitors to your property.

How many permits can I have?

Up to 3 permits are allowed per household, these can be any combination of resident and visitor permits. One must be clearly displayed in each vehicle parked.

How much do they cost?

Permits are currently supplied free of charge, however, there is a £15 administration charge for lost or defaced permits.

Who enforces the scheme?

Calderdale Council's Civil Enforcement Officers (CEO's) provide enforcement of Resident Parking Schemes.