

Resident parking schemes help to alleviate parking congestion in busy areas and are designed to help residents who have little or no off-street parking. You will be able to tell if a resident parking scheme is operating in your area by the distinctive signs on the street. If you are unsure if your property qualifies for the scheme, contact Council's Customer Services Department on 9391 7000 or go to Woollahra Council's website, www.woollahra.nsw.gov.au.

Are you eligible for a Parking Permit?

You may be eligible for a resident parking permit if you answer YES to ALL of the following questions;

Do you live in a residential parking scheme area?

(Notes 1 and 2)

YES NO

Is the permit to be issued for your residential address? (Notes 3 and 4)

YES NO

Do you have either one or nil off-street parking spaces for your property? (Note 5)

YES NO

Are you either, the owner of the vehicle, or have continued authorised private use of the vehicle?

(Notes 6, 7 and 8)

YES NO

Notes:

1. In some cases not all properties within a street will qualify for a resident parking permit
2. There are a small number of properties in resident parking areas where special development conditions exclude the issue of a resident parking permit
3. Permits are only issued for residential properties and to a resident living at the property. Owners of properties who do not live at the property are not eligible for a permit
4. Permits cannot be issued to tradesmen, visitors, shopkeepers or commercial tenants
5. There is a maximum of two residential parking permits issued per property. This excludes the Rose Bay Garden Estate where there is a maximum of one residential parking permit issued per property. The number of permits issued per household is reduced by every off-street parking space available at the property
6. If you use a company car, a letter from the company (on company letterhead) authorising private use of the vehicle will be required
7. Permits may only be issued for cars and motor cycles. In the area designated 'Rose Bay 2' permits may also be issued for boat trailers
8. Vehicles over 3 tonne are not eligible for a permit.

Parking Permit costs

The annual costs of the parking permits are:

- \$50 for the first car and \$100 for the second car.
- Pensioners – \$24 for the first car and \$48 for the second car.
- Replacement permit costs \$17.
- Fees listed are valid to 30/06/2012.

Note: Permits are valid for a 12 month period from date of issue.

What do you need when applying for a Parking Permit?

When applying for a permit, you will need to complete the application form and provide:

- (a) A copy of your car registration papers if the vehicle is privately owned; if you use a company car, a letter from your company (on company letterhead) authorising private use of vehicle.
- (b) Any one of the following current proof of residential status:
 - Driver's License
 - Bank Statement
 - Residential Lease
 - Electricity/Gas Account
 - Telephone Account
 - Home and Contents Insurance
- (c) Permit application fee.

These documents MUST accompany your application and MUST be current (Tenancy Agreement within last 12 months and utility bills within the last 6 months). You can submit your application in person, by mail, by email or by fax (details provided on the application form).

What else do you need to know?

- A permit entitles the holder to unrestricted parking only where signs state 'Authorised Resident Vehicles Exceeded' or 'Permit Holders Accepted', in the area to which your permit number applies.
- To be valid, permits need to be affixed to the inside of your car's front windscreen.
- Permit holders must park in accordance with Australian Road Rules.
- Only one permit can be issued per vehicle.
- Once a permit is issued, it cannot be refunded.
- Alteration or misuse of the permit is an offence.
- Permits remain the property of Woollahra Municipal Council at all times.
- Renewal notices will be sent out one month prior to the expiry date each year.
- Remember to renew your permit before the expiry date.



Woollahra
Municipal
Council

Residential Parking Permits



Printed on recycled paper. 06/11



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Double Bay NSW 2028
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Facsimile 02 9391 7044
records@woollahra.nsw.gov.au
www.woollahra.nsw.gov.au

Woollahra Municipal Council

Resident Parking Permit Application

Please read the information overleaf before completing this form.
If you are eligible for a Resident Parking Permit please complete this application form in full, using black or blue ink and in Block Capitals.

NAME OF APPLICANT

(Mr / Miss / Ms / Mrs)

First Name

Surname

RESIDENTIAL ADDRESS OF APPLICANT

Street address

Suburb

Postcode

CONTACT DETAILS

Home phone

Business phone

Mobile

Email

CAR DETAILS REQUIRED

A copy of a Car Registration Certificate must be submitted with this application. If you use a company car, a letter from the company authorising private use of vehicle must be submitted with your application.

Private car Company car

Registration Number: _____

VEHICLE DETAILS

Year

Make

Model

Fees listed are valid to 30/06/2012 only. I am applying for a (please tick):

- 1st permit for household \$50 (\$24 with a pensioner concession card)
- 2nd permit for household \$100 (\$48 with a pensioner concession card)
- Replacement Permit \$17 (please provide the requested backup documentation when applying for a replacement permit).

CHECKLIST

Before lodging your application, please tick your document checklist below:

- (a) A copy of car registration papers
- (b) Company car use authorisation (if relevant)
- (c) Any one of the following current proof of residential status:
- Driver's License
- Bank Statement
- Residential Lease
- Electricity/Gas Account
- Telephone Account
- Home & Contents Insurance
- (d) Applicable Fee

HAVE YOU COMPLETED THE CHECKLIST?

I have completed the checklist and, based on the information provided, I am eligible for a parking permit. I acknowledge that my parking permit may be cancelled without prior notice if any of the facts provided are proven to be incorrect.

Applicant's signature

Date

PAYMENT METHODS

In Person: Cash/EFTPOS/Cheque or Money Order – make payable to Woollahra Council. Lodge payment at our Customer Service Centre: 536 New South Head Road, Double Bay. Monday - Friday, 8.00am - 4.30pm.

Mail/Fax/Email: The completed application form and supporting documentation should be sent to: Woollahra Council, PO Box 61, DOUBLE BAY NSW 1360.
Fax: 02 9391 7044 or Email: records@woollahra.nsw.gov.au

Cheque or Money Order: Make payable to Woollahra Council.

Credit Card: American Express, Diners Club, MasterCard and Visa only.

Please note: a 1% merchant fee applies to all Credit Card transactions.

Office use only

Property reference _____ / _____ / _____ / _____ / _____ / _____) Checked by _____
Record required to be deleted _____) Permit no. (_____)
Reference no. of record to be deleted (_____) Proof of residency _____

Privacy Notification: The personal details requested on this form are being collected, and will only be used for, the purpose of processing your application and the administration of the parking scheme. The supply of this information by you is voluntary. If you cannot provide or do not wish to provide the information sought, the Council will not be able to process your application. Access to the information is restricted to Council officers. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to your personal information held by Council.

CREDIT CARD PAYMENT OPTIONS Tick applicable Credit Card

American Express Diners Club Mastercard Visa

Full Name on Credit Card

Credit Card No.

Card Expiry Date

Total Amount Paid \$ _____

Date

Cardholder's Signature

Contact Phone No.

Office use only

check records