



# Pensioner & Shire Resident Parking Permit

## Terms and Conditions

By applying for a Parking Permit you accept that the permit is issued subject to the following conditions:

1. The permit allows the holder to park in Council's parking areas in Byron Shire, as per the specific conditions outlined in the permit type sections below.
2. Unless noted otherwise, the permit does not allow the holder to park in a space for longer than any time restriction applying to the space.
3. The permit is only valid for the approved vehicle nominated in the application.
4. A parking permit does not guarantee a parking space within the permit parking area.
5. A parking permit does not provide exemption from other parking restrictions and applies only to Council's parking areas to which the permit applies.
6. Permit holders must notify Council of a change of address within 14 days.
7. Parking Permits cannot be used until they are *approved/granted*. Payments to park in Council's pay parking areas will be required while the permit is *pending*.
8. Where Council is reasonably satisfied that an application has been made based on false or misleading information, Council is entitled to do any or all the following:
  - a. Reject the application;
  - b. not return the application fee; and
  - c. not accept a further application from the applicant.
9. The permit is subject to any changes Council makes to its parking system.
10. Council can immediately cancel a permit by written notice where it is satisfied that:

## Resident Parking Permit Terms and Conditions and Eligibility Requirements

- a. the permit was granted based on false or misleading information;
  - b. the holder has used offensive language toward, or has hindered, obstructed, harassed or intimidated, or has attempted to hinder, obstruct, harass or intimidate, a Council employee;
  - c. Council makes changes to its parking system which results in the permit being invalid;
  - d. Council has reasonable grounds to believe that the permit holder no longer resides at the nominated residential address associated with the permit; or
  - e. The eligibility requirements for a permit are not met or are no longer met.
11. Refunds for permit fees will not be granted, including in circumstances where Council cancels a permit under clause 10.
12. You consent for Council to use and disclose any personal information provided in your application for the following purposes:
- a. To allow Council and any third party contracted by Council to administer the permit system;
  - b. to allow Council to communicate with you regarding the permit system.
  - c. to allow Council to communicate with you via its E\*News publication.
13. The permit is valid until its expiry date and will not automatically renew. Upon expiry of the permit, an application must be made for renewal.
14. It is the responsibility of the permit holder, driver or rider to ensure that a permit is valid.

# Eligibility Requirements & Further Terms

## Shire Resident Parking Permit

This permit type allows the holder to park in Council's pay parking areas in Byron Shire without paying for parking.

Two free Shire Resident Parking Permits will be available per rateable property in the Byron Shire.

Additional Shire Residential Parking Permits will be available for purchase by eligible residents in accordance with these Terms and Conditions and Council's adopted fees and charges.

The permit is valid and applies only while the permit holder resides at the property address associated with the permit.

To be eligible for a Resident parking permit the applicant needs to:

- be a Byron Shire resident; and
- provide to Council's satisfaction proof that:
  - they are a resident; and
  - that they either own the registered vehicle for which the permit is sought or that the vehicle is owned by and registered to a company and that they are lawfully entitled to use the vehicle e.g. as a lessee/licensee, company employee, company Director or Secretary.

Only vehicles with a length less than 6 meters are eligible for permits.

Trucks, buses, trams, tractors, or trailers (boat or caravan) are not eligible for permits.

If an applicant fails to provide proof that they are a resident, Council may request further information. This information must be provided in the time nominated by Council.

### Documentation - Proof of residency

The applicant must provide a current version of one of the following with a Byron Shire address:

- Vehicle registration certificate; or
- Driver's licence.

### Documentation - Proof of vehicle ownership or lawful use

All new applications for a parking permit must provide evidence of ownership or lawful use.

Required document:

- Vehicle registration certificate naming the applicant as the registered owner.

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If the vehicle is owned by a company, the applicant will be required to provide documents proving lawful use of the vehicle such as:

- Copy of a long-term rental contract/licence agreement for the use of the vehicle which identifies the applicant as the lessee/licensee and person lawfully entitled to use of the vehicle; or
- Documents identifying the applicant as a company Director/Secretary (e.g. ASIC company extract); or
- A signed letter from a senior official of the company the vehicle is registered to, indicating that the applicant is entitled to use the vehicle.
- The letter must be on company letterhead or sent from the company email address and include details of:
  - Vehicle registration number;
  - Applicant name;
  - Confirmation that the applicant is a company employee or entitled to use of the vehicle;
  - Contact details for the company owner/Directors;
  - Position of the individual signing the letter.

# Eligibility Requirements & Further Terms

## Pensioner – Shire Resident Parking Permit

Pensioner permits are exempt from permit fees, subject to eligibility requirements.

The permit is valid and applies only while the permit holder resides at the property address associated with the permit.

To be eligible for a Resident parking permit the applicant needs to:

- be a Byron Shire resident; and
- provide to Council's satisfaction proof that:
  - they are a resident; and
  - that they either own the registered vehicle for which the permit is sought or that the vehicle is owned by and registered to a company and that they are lawfully entitled to use the vehicle e.g. as a lessee/licensee, company employee, company Director or Secretary;
  - they are a pensioner.

Only vehicles with a length less than 6 meters are eligible for permits.

Trucks, buses, trams, tractors or trailers (boat or caravan) are not eligible for permits.

If an applicant fails to provide proof that they are a resident, Council may request further information. This information must be provided in the time nominated by Council.

### Documentation - Proof of residency

The applicant must provide a current version of one of the following with a Byron Shire address:

- Vehicle registration certificate; or
- Driver's licence.

### Documentation - Proof of vehicle ownership or lawful use

Required document:

- Vehicle registration certificate naming the applicant as the registered owner.

If the vehicle is owned by a company, the applicant will be required to provide documents proving lawful use of the vehicle such as:

- Copy of a long-term rental contract/licence agreement for the use of the vehicle which identifies the applicant as the lessee/licensee and person lawfully entitled to use of the vehicle; or

## Resident Parking Permit Terms and Conditions and Eligibility Requirements

- A signed letter from a senior official of the company the vehicle is registered to, indicating that the applicant is entitled to use the vehicle.
- The letter must be on company letterhead or sent from the company email address and include details of:
  - Vehicle registration number;
  - Applicant name;
  - Confirmation that the applicant is entitled to use of the vehicle;
  - Contact details for the company owner/Directors;
  - Position of the individual signing the letter.

### Documentation – Proof of pension status

Accepted documents include:

- Current Centrelink Pension Card (Blue Card);
- Department of Veteran Affairs (DVA) Gold Card;
- Current vehicle registration that notes your pensioner status.