

**Resident/Visitor permits**

1. Permits are only available for vehicles that are constructed or adapted to carry not more than 8 passengers (exclusive of the driver) and for vehicles classified as light goods. Trailers and caravans must not be left in a residents parking zone. Permits are not available for passenger/goods vehicles weighing over one tonne or longer than six metres.
2. Any resident with a motorcycle that is parked on a road in the zone will need to have a permit to gain exemption to the time limit.
3. Residents permits are for the use of residents only and can only be issued to vehicles registered to a property within the resident permit zone.
4. Visitors permits can only be issued on proof that the applicant resides at a property with the resident's zone.
5. Residents and Visitors permits can only be used for the zone in which you live which is marked on the signs within the zone.
6. The bays allocated for Residents/Visitors are marked clearly and your Permit is only valid if you are parked within a marked residents bay within your own zone however it does not guarantee you a space.
7. Residents permits will only be valid for the vehicle registered and nominated on your online account. If you use a vehicle and have not made it your nominated vehicle, you risk the issue of a Penalty Charge Notice, which may not be cancelled
8. Visitors permits are only valid if you have nominated a vehicle registration number on your online account. If you use a vehicle and have not made it your nominated vehicle, you risk the issue of a Penalty Charge Notice, which may not be cancelled
9. Your permit is refundable if there is more than one month unexpired. The refund will be calculated on a pro-rata basis on full unexpired months.
10. By applying for this permit, I confirm the information in the application is correct and complete. I understand that it is an offence to dishonestly make a false statement or produce false information (or cause or allow another to do so) or to misuse or allow my permit to be misused and that in such circumstances the Council may cancel my permit and may prosecute me.

Guest House permits

1. Up to 6 permits for use by guests registered at their Hotel.
2. The number of permits allowed is reduced from the maximum detailed above for each off-road parking space available to the applicant.
3. Guest House permits are allocated to a specific address and have the zone reference and the address on the permit.
4. Permits are not available for passenger/goods vehicles weighing over one tonne or longer than six metres.
5. Any motorcycle that is parked on a road in the zone will need to have a permit to gain exemption to the time limit.
6. Permits are for the use of the Organisation to which they are issued.
7. Business staff are not eligible to use the permits.
8. The zone in which your Organisation is located is marked on the permit and is also shown on the signs on each road in the zone.
9. Your permit gives you exemption only if you are parked in a marked permit bay within your own zone.
10. Your permit is refundable if there is more than one month unexpired. The refund will be calculated on a pro-rata basis on full unexpired months.
11. I confirm I have read and understood the Council's privacy statements
<https://www.bcpCouncil.gov.uk/privacy>