



1. For this Parking Permit a resident is defined as a person whose usual place of abode is at the premises of the postal address of which is located within the zone. Only one permit per residence may be issued in one year.
2. Holiday Let permits will only be issued to landlords that run a holiday let business with tenants less than 1 month. If tenants reside at their property for more than 1 month the tenant is responsible for purchasing a resident permit.
3. Holiday Permits will be assigned to the property and bear the property address. Only one permit per flat will be issued. The landlord must apply for each permit and remains responsible for this permit and must pay the administrative cost due.

4. The following proof is required for each permit:

Residents Permit(1 permit)	Proof of residence and proof of vehicle registration.
Holiday Permit(1 permit)	Landlord to provide proof of property let out as holiday lets. E.g. Business Rates, Business Insurance.

5. 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.
6. Any resident with a motorcycle that is parked within the zone will need to have a permit to gain exemption to any restriction displayed. The cost of a permit for a motorcycle will be 50% of the cost of the permit for a car.
7. Permits are for the use of residents only and can only be used for the zone in which you live which is marked on the signs within the zone.
8. Permits may only be issued to vehicles registered to a property within the resident permit zone
9. The bays allocated for residents 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.
10. The permit 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
11. 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.
12. 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.
13. I confirm I have read and understood the Council's privacy statements  
<https://www.bcpCouncil.gov.uk/privacy>