

Send completed applications to:

Post Parking Services, Trafford Council, Trafford Town Hall, Talbot Road, Stretford, M32 0TH

Email parkingpermits@trafford.gov.uk

A. Applicant

Name
Address
Telephone Email

B. Vehicle

1 Registration
Make
Colour

2 Registration
Make
Colour

Two registrations can be added on one permit so it can be alternated between vehicles. Documents must be provided for both vehicles (and keeper if different, see below).

The cost of an annual permit is **£49.50**. Cheques or postal orders must be made out to **Trafford Council**.

For emailed applications, you will be notified how to make payment when your application is accepted.

☐ Applicants who are Blue Badge holders are entitled to one resident permit free of charge. **Please tick this box and enclose a copy of both sides of your Blue Badge to apply.**

☐ **Visitor cards** (day passes) are available in booklets of 25 for **£13**. **Proof of residency is required for all applications for visitor cards** (see section C below). Please indicate the number of booklets required (max of 4 booklets per application, 12 books per year)

C. Supporting Documents

Please enclose images of one document from **both** of the following categories for each permit applied for. **Your application will not be processed if the required documents are not provided.**

Proof of residency

One of the following which **must** be dated in the last 3 months:

- Utility bill (water, electric, gas or landline telephone)
- Mobile phone bill
- Bank or Credit Card Statement
- Mortgage Statement
- Tenancy agreement or completion letter for new residents within 3 months of moving in

Proof of residency is required for each applicant.
Reminders for overdue accounts will **not** be accepted.

&

Vehicle

My vehicle: A copy of your current insurance documents **which must show your VRM and name and address within the zone.**

Company vehicle: A letter from your employer, on company letterhead, confirming the vehicle is kept by the applicant at the above address for a minimum of 5 nights a week **and** a copy of either the V5 or hire or lease agreement.

Hire vehicle: The hire or lease agreement showing your name and address

D. Declaration

I declare that the information given above is accurate & I agree to abide by the 'Conditions of Use'
I authorise the Parking Services section to make appropriate checks to confirm I reside at the above address.
I certify that I reside at the address completed in section A for a minimum of 5 nights every week.
I agree to surrender the permit to Trafford Council in the event of the following:
I sell/ dispose of the vehicle(s) shown in section B.
I no longer reside at an address within the permit scheme.

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided to us for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information on data matching to prevent and detect fraud and corruption see <http://www.trafford.gov.uk/Z-Archive/Archive/level-2-fair-processing-notice.aspx>. For further information on Trafford Council's own Privacy Notices see <http://www.trafford.gov.uk/about-your-council/data-protection/privacy-notices/Privacy-Notice.aspx>

Signed : Date:

Office use only

Permit:

Date issued:

Start date:

Visitor Cards:

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Fee paid £

Cash / Chq / PO no: