MEDICAL PERMIT APPLICATION FORM

Please return this form with a piece of headed paper attached and terms and conditions signed to:

**Email:** parking@bathnes.gov.uk

**Post:** Parking Services
Bath and North East Somerset Council
P.O Box 5197
Bath
BA1 0UF

**Fax:** 01225 477130

This form must be completed by the manager; you will be contacted for payment details once the application has been accepted.

**Please allow 10 working days for a new permit or renewal application to be processed.**

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| --- | --- |
| Applicant Name:  | Click here to enter text. |
| Business Name:  | Click here to enter text. |
| Business Full Address:  | Click here to enter text. |
| Contact Number:  | Click here to enter text. |
| Email Address:  | Click here to enter text. |
| Number of Permits Required:  | Click here to enter text. |
|  |
| I declare that I have read and agree to the attached terms and conditions. |
| Name Printed: | Click here to enter text. |
| Signature:\* | Click here to enter text.  |
| Date:  | Click here to enter text. |

\*An electronic signature will be accepted for those returning this application by email.

Data Protection: The Council will process any personal information in accordance with the Data Protection Act 1998.  This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form 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, see <http://www.bathnes.gov.uk/services/your-council-and-democracy/data-protection-and-freedom-information/data-protection-act/priv#fraud>

**Terms and Conditions**

The parking permit does not guarantee a parking space.

Parking is only permitted in the zone for which the permit has been issued.

Where applicable paper permits must be completed in ink or the relevant information scratched off the correct panels; alterations to the details on a paper permit or incorrect usage will automatically render it invalid.

Vehicles must be parked wholly within the bay markings.

Responsibility for renewal of the permit lies with the permit holder. Parking without a valid permit may result in a Penalty Charge Notice being issued.

The Council or Police may temporarily suspend the whole or part of a parking place which will be marked accordingly. Vehicles should not be parked in a suspended parking place without signed authorisation from a Council Official or Police Officer.

The maximum laden weight of a vehicle permitted to park in a parking bay is 2.0 tonnes and the maximum length is 6 meters, with a maximum of 12 passenger seats. Permits can only be used with:

* Passenger vehicles;
* Car derived vans;
* Goods vehicles with a taxation class of PLG.

We will refund any full remaining months if the permit is no longer required and is cancelled, subject to the removal of an administration charge.

Failure to comply with any of the above conditions may result in a Penalty Charge Notice being issued.

The details provided when applying for a permit are subject to verification. Parking Services can request evidence to verify the details provided and will complete regular checks throughout the year. Failure to provide the requested information within 21 days or any evidence of falsified information will lead to cancellation of all parking permits, with no recourse to a refund.

Where a dispute arises as to the eligibility of any applicant for a permit, the decision made by the Head of Parking Service in relation to the issue or subsequent cancelation of that permit, having taken into account all of the evidence available, will be final.

Under Section 115 of the Road Traffic Regulation Act 1984, as defined by the Road Traffic (Permitted Parking Area and Special Parking Area) (District of Bath and North East Somerset) Order 2003, anyone who with the intent to deceive misuses a parking permit in anyway shall be guilty of a Criminal Offence. It shall also be an offence to knowingly make a false statement to obtain a Parking Permit. A Parking Permit does not obviate the requirement to tax and insure a motor vehicle for use on the public highway.

The Council reserves the right to make changes to these Terms and Conditions.

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**Medical Permits - General Information**

Applications will be accepted from Practice Managers/Directors of Service etc. Applicants do not have to reside in the geographical area of Bath & North East Somerset Council. The council will require applicants to provide evidence to verify the particulars supplied on the application form.

Medical Permits are not vehicle specific and are intended solely for the use of medical/carer staff making home visits or attending emergency calls. Individual applicants must have a supporting letter from their Practice/Surgery/Health Trust.

Permits are available to:

* Doctors
* District Nurses
* Community Health Nurses
* Midwives
* Home Care Assistants
* Health Visitors

Medical Permits will only allow parking in permit holders only bays in the outer zones or in shared use permit holder/pay and display bays in the central zone. They are not valid for use in any of the Council car parks.

It is also not permitted to park in the following locations:

* In contravention of a loading ban
* On a clearway/bus stop/taxi rank etc.
* In a marked cycle lane
* On any marking associated with a pedestrian crossing
* Where obstruction or danger will be caused
* In a ‘Blue Badge Holders Only Bay’

If attending an emergency and no other legal parking space can be found, the permit holder may park on a waiting restriction such as a yellow line, however if by doing so the vehicle attracts a penalty charge notice, it will be the responsibility of the vehicle owner to challenge the PCN through the correct channels and provide adequate evidence of the nature of the emergency to enable Parking Services to consider the case.

The permit must not be used for staff parking and cannot be used when attending to patients at the surgery/practice or when returning to the surgery/practice following a visit. Vehicles observed parked in close proximity to the surgery/practice to which the permit has been issued may be liable to a PCN.

**Cost of permit**

£60.00 per permit

**Declaration**

By purchasing a medical permit, you make the following declaration:

* The permit will only be used when visiting patients/persons under care at their homes.
* The permit will not be used for staff commuting.
* I accept that the permit will be cancelled without warning if the information provided during this application is found to be untrue or if the permit is misused.