**GENERAL PRACTITIONER PERMIT APPLICATION FORM**

**Please return this form with all supporting documentation as required by the T&Cs:**

**Email:** parking@bathnes.gov.uk **Fax:** 01225 477130

**Post:** Parking Services,

Bath and North East Somerset Council,

P.O Box 5197,

Bath

BA1 0UF

This form must be completed by the manager or the surgery or practice; 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.**

|  |  |
| --- | --- |
| 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. |
| First vehicle registration number:  | Click here to enter text. |
| Second vehicle registration number: | 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 a date. |

\*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

**General Terms and Conditions**

With the exception of reserved car park bays the parking permit does not guarantee a parking space.

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.

The charge for the permit covers the membership and administration of the scheme, maintenance and enforcement of the area. Unfortunately we are not able to offer a refund if the permit is no longer required:

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 at any time.**

Please Note: Bath and North East Somerset Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided 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, please visit:

http://www.bathnes.gov.uk/services/your-council-and-democracy/data-protection-and-freedom-information/data-protection-act/priv#fraud

**General Practitioner 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 any information that is provided with the application, this information can be requested for inspection at any time.

General Practitioner Permits are vehicle specific and are intended solely for the use of the General Practitioner named in the application for working at a surgery and who will be required to attend emergency calls. Individual applicants must have a supporting letter from their Practice/Surgery/Health Trust.

Each General Practitioner Permit may have up to two vehicles registration numbers associated to it; however, the permit is only valid for use by the individual named on the application form. The vehicle/s covered by the General Practitioner Permit must have the appropriate level of business insurance cover and evidence of this must be provided with the application.

Permits are available to:

* General Practitioners only.

Each application must be accompanied the following documentation;

* Evidence that the applicant is a qualified General Practitioner
* Evidence that the applicant has the appropriate level of business cover for the requested vehicles

General Practitioner Permits will allow parking in all on street Council permit holder bays; pay and display bays and limited waiting within Bath & North East Somerset Council subject to the exclusions below. This permit also entitles the holder to park within a marked ‘Doctors only’ bay.

It is not permitted to park in the following locations:

* In contravention of a loading ban
* Council managed car parks
* 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 (PCN), 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.

Cost of permit

£100.00 per permit

Declaration

By purchasing a General Practitioner Permit you make the following declaration:

* The permit will only be used by General Practitioners when required to be on emergency call.
* I am a qualified General Practitioner, evidence of which has been supplied with the application.
* The permit will not be used for staff commuting.
* I have appropriate insurance cover to allow me to use the registered vehicle for business purposes, evidence of which has been supplied with the application.
* I accept that the permit will be cancelled at any time and without warning if the information provided during this application is found to be untrue or if the permit is misused.