

Application for a Residents' Parking Permit
Please refer to the guidance notes overleaf before completing this form
(Complete in BLOCK CAPITALS & BLACK INK Please)

Applicant Details		For Official Use Only	
Title:		Person Code:	
Forename(s):		Zone:	
Surname:		Permit No:	
Address:		Permit Expiry:	
		Issued By:	
		Res Check:	
Post Code:		Preferred Contact No.	Date Processed:
Daytime Tel:			Mailed:
Home Tel:			
Mobile Tel:			

Vehicle Details			
Registration No:		Make:	
		Model:	
		Colour:	
Company Car Y/N:			
Keeper Name:			
Keeper Address:			
Post Code:			

Enclosures Submitted			
Proof of Residence Y/N:		Lease/Hire Documents Y/N:	
		Disabled Badge (Hillhead Only):	Badge Number:
Registration Document Y/N:		Student Confirmation Y/N:	
		Badge Holders Name:	
Company Letter Y/N:		Payment Y/N:	
		See instructions for payment overleaf.	

Payment Details										
Garnethill - Hillhead & Anderston Zones	3 Months	£36		6 Months	£72		12 Months	£135		
City Centre Zones:	3 Months	£65		12 Months	£250		HILLHEAD ONLY	DISABLED		FREE
Necropolis and Western Zones:	3 Months	£15		12 Months	£50					

Applicants Declaration

I declare that I have read the Notes and Warning supplied and confirm that:

- 1) My usual place of abode is at the address shown above
- 2) The motor vehicle described above is used and kept by me
- 3) All parts of this form have been completed correctly to the best of my knowledge.
- 4) All relevant enclosures are attached.

WARNING: Any person who makes a false statement for the purposes of obtaining a Residents' Permit, or who transfers a Permit to a third party or, who uses a Permit which was not issued to them for their sole use, is liable to prosecution.

Signed:		Dated:	
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For Official Use Only		
Comments/Scanned		Original Docs Returned
		Documents sent to DVLA
		System Memo Added

Instructions For Payment

PAYMENT METHODS

1) BY POST

- Make your Cheque or Postal Order payable to “**Glasgow City Council**”
Write the Person Code Ref from the Application Form on the back of your Cheque/Postal order.
- For Credit/Debit Cards payments please indicate on the application form your preferred contact number, thereafter a member of staff will contact you by telephone in order to process your payment.

All postal payments must be sent to:

Glasgow City Council
The Parking Unit
PO Box 25068
Glasgow
G1 1ZE

2) IN PERSON

Payment can be made at **The Parking Shop** located at:
46 Albion Street
Glasgow
G1 1UH

Mon – Friday 9.00am – 4.30pm

3) ENQUIRIES

Any enquiries regarding your application should be made by calling The Parking Unit on 0141-287- 4040 (option 3) quoting the **Person Code Ref**. However, please allow at least ten working days in order to process your application.