

PARKING PERMIT APPLICATION FORM



This application form is for a New Residential Parking Permit or replacement of an existing Residential Parking Permit.

Please ensure you complete both pages of the application form before submission

1. TYPE OF PERMIT APPLICATION (please tick relevant box/es)

☐ NEW APPLICATION

Permit Zone

☐

Time Limit

☐

☐ REPLACEMENT PERMIT

☐

Lost Permit

Statutory declaration required to support application

Previous Permit No: _____

☐

Change of Vehicle

Previous Registration Number: _____

Previous permit returned ☐

Statutory declaration provided ☐

☐

Change of Address

Previous Address: _____

Previous permit(s) returned ☐

Statutory declaration provided ☐

☐

Change an existing permit to transferable

Permit Reference Number: _____

Previous permit returned ☐

Statutory declaration provided ☐

2. APPLICANT DETAILS

Contact name: _____

Residential address: _____

Postal address: _____

Daytime Phone: _____ Mobile: _____

Email: _____

3. VEHICLE DETAILS

Number of off-street car parks on the property (including garages and driveways): _____

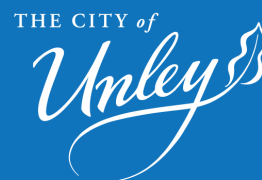
How many vehicles are registered to your property (including boats, caravans, trailers, etc): _____

Number and type of permits applied for (#): TRANSFERABLE: _____ FIXED: _____ Excess to entitlement ☐ Y ☐ N

Refer to attached Fact Sheet (Table 1) for further information on number and type of permits you can apply for

VEHICLE DETAILS	VEHICLE ONE <i>Transferable Permit</i>	VEHICLE TWO	VEHICLE THREE
REGISTRATION NUMBER	VARIOUS		
VEHICLE TYPE	VARIOUS		
VEHICLE MAKE AND COLOUR	VARIOUS		
REGISTRATION STATE	VARIOUS		

PARKING PERMIT APPLICATION FORM



This application form is for a New Residential Parking Permit or replacement of an existing Residential Parking Permit.

4. OTHER INFORMATION REQUIRED

What year was your property built (if unsure, provide approximate year) _____

Have you undertaken any property modifications (e.g. conversion of garage into a room etc., provide details) - excluding works by previous owners _____

Before submitting this form, please ensure you have attached:

Proof of residency*	<input type="checkbox"/>	Read and signed the application form	<input type="checkbox"/>
Proof of vehicle ownership**	<input type="checkbox"/>	Read and accepted the conditions and information provided in the <i>Fact Sheet</i>	<input type="checkbox"/>

Applicant declaration

(*) It is responsibility of applicant to submit a proof of residence with the application. It can be a document with applicant's name and address (e.g. tenancy agreement, utility bill, bank statement etc.)

(**) It is the responsibility of the applicant to submit proof of all vehicles registered / garaged at this property. Current registration papers for each vehicle and/or a statutory declaration will be accepted

If you are not the owner of the motor vehicle, you must provide a Statutory Declaration, from the registered owner of the vehicle, stating that you have full use of the vehicle at the address on the application.

I, the applicant for the City of Unley parking permit;

- have read the conditions of use and hereby undertake to comply with those conditions, and I declare that my residential address is the one stated in this application
- understand that I must park in accordance with the parking restrictions while my application for a parking permit is being assessed. I also understand that failure to do so may result in a parking expiation.

Applicants Signature _____ Date _____

Office Use Only

Receipt Number _____

Fee Paid _____

License Number _____

Street Code _____

5. PAYMENT DETAILS

Replacement Permit: Payment is required with your replacement permit application.

New Permit Applications: If your application is approved, we will send an invoice to you via email. Your invoice can be paid Online, or at our front counter at the Civic Centre, 181 Unley Road, Unley. Once payment is received, your permit will be posted to you.

PARKING PERMIT FACT SHEET



This application form is for a New Residential Parking Permit or replacement of an existing Residential Parking Permit.

1. COST OF PERMITS

The cost of permits is stipulated within the Fees and Charges Schedules set by the Council. For the 2022/23 financial year, the following permit costs apply:

Resident Parking Permit (2 years duration)	\$41.00
Work Zone / Tradesperson Permit	\$17.00
Residential Parking Permit - in excess of Policy Entitlements (Annual Permit)	\$66.00
Joint Venture Onstreet Car Park (Annual Permit)	\$600.00
Replacement Parking Permit / Exemption Label	\$8.00

Permit fees do not incur GST

2. APPLICANT DETAILS

To be eligible to receive a permit, an applicant must:

- Be a resident of the City in a property adjacent to where parking controls indicate resident only and/or time limit parking
- Submit evidence of residency at the time of application (refer Application Form for details)
- Have an applicable registered vehicle(s) which is not a truck, trailer, caravan, boat or bus with proof of registration that the vehicle is garaged at that property
- Have eligibility for the permit in accordance with Table 1 (below)
- If an applicant resides in a dwelling where off-street parking capacity has been reduced by development (such as conversion of a garage or carport to a habitable room or store) then eligibility for a permit may be determined by off street parking capacity prior to the development
- Residents of multi-dwelling residences granted development approval on or after 1 November 2013, are **not eligible** for residential parking permits

3. NUMBER OF PERMITS

Subject to meeting the eligibility criteria a maximum number of permits will generally be issued as shown in Table 1

Table 1 – Streets with Resident Parking Only Permit and Time Limit Parking Zones

Number of off-street car parks on the property	Number of vehicles registered at this property (proof required)	Maximum number and type of Permits
0	0	1 transferable
	1	1 fixed and 1 transferable
	2+	2 fixed and 1 transferable
1	0	1 transferable
	1	1 transferable
	2	1 fixed and 1 transferable
	3+	2 fixed and 1 transferable
2	0	No Permits available
	1	No Permits available
	2	1 transferable
	3+	1 fixed and 1 transferable
3+	0	No Permits available
	1	No Permits available
	2	No Permits available
	3+	1 transferable

Residents requiring permits in excess of the entitlement outlined may apply for *Permits issued in excess of Entitlements* - Fees apply

PARKING PERMIT FACT SHEET



This application form is for a New Residential Parking Permit or replacement of an existing Residential Parking Permit.

4. TYPES OF RESIDENTIAL PARKING PERMITS

Permits may be provided to residents of the City in order to exempt them from parking controls which apply directly adjacent to their property. The permits can only be used for the street designated. It **does not guarantee a parking space** in the street for which the permit has been issued

Fixed Permit

Fixed permit is a parking permit that is linked specifically to a vehicle and its registration number. This permit is not allowed to be used for any other vehicle/s

Transferable Permit

Transferable permit is a parking permit that is transferable between vehicles

Only transferable permits can be used on different vehicles. Other permits are vehicle specific. These permits shall only apply within the parking zones defined by the Council and in the manner specified by the Council

Type A – Resident Only Parking Exemption Permit

A "Resident Only Parking Exemption" is a permit issued to a resident which allows the vehicle specified on the permit to park in the Resident Only Permit Zone, or overstay the time limit zones in the street to which the permit applies

Type B – Time Limit Parking Exemption Permits

A "Time Limit Parking Exemption" is a permit issued to a resident which will allow a specified motor vehicle to overstay time limits in time restricted parking areas indicated by parking control signs

Time Limit Parking Exemption Permits can only be used in time limit zones in a street indicated on the permit. They are not permitted to be used in Resident Parking Only Permit Zones