

Off Peak Season ticket

Application Form 2019

Town Car Parks

Valid from 25 Jan 2019

Season Ticket Application Details – Only available to residents

Town Car Park	Annual Fee	✓tick
Ashley Road, Thames Ditton	£100	<input type="checkbox"/>
Cedar Road/Hollyhedge Road, Cobham	£100	<input type="checkbox"/>
Civic Centre, Esher	£100	<input type="checkbox"/>
Berguette, Heather Place, Highwayman's Cottage, Esher	£100	<input type="checkbox"/>
Drewitt's Court Upper Level, Walton	£100	<input type="checkbox"/>
Manor Road, Walton	£100	<input type="checkbox"/>
Baker Street, Weybridge	£100	<input type="checkbox"/>
Churchfield Road, Weybridge	£100	<input type="checkbox"/>

Car Park Permit Type

tick as appropriate
 1st Application
 renewal
 replacement *

* £15 administrative fee applies

Vehicle Registration		Current / Previous Ticket number								
I would like my permit to start on:		dd		mm		yy				

Proof of Residence

Please provide us with one of the following proofs of residence:

Driving Licence; Utility bill (gas, electric or landline telephone not more than 3 months old); Council Tax Bill, Tenancy Agreement (not more than 3 months old and signed by you and your landlord) or Solicitor's Completion Letter (if property purchased within the last 3 months)

Proof of Vehicle

Please provide us with one of the following proofs of vehicle ownership:

Vehicle Registration Document (must include your address); Motor Insurance Document (must include your address); Company Car Letter or Vehicle Hire/ Lease Agreement.

Agreement

I have read and accept the conditions of use and I confirm that I am a resident entitled to hold a permit.

Signed

Dated

Complete Application and Pay:

Please remember:

- Email or post your application and documentation
- Call Customer Services the next working day to pay by credit or debit card on 01372 474474*
- Any incomplete applications will be returned

Email your application and document proofs to contactus@elmbridge.gov.uk or post them to: Customer Services, Civic Centre, High Street, Esher, KT10 9SD.

For more information see www.elmbridge.gov.uk/parking or contact:

Customer Services: ☎ 01372 474474 ✉ contactus@elmbridge.gov.uk

The Council is under a duty to protect the public funds it administers, and to this end, it may use the information 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 www.elmbridge.gov.uk/nfi or contact the Internal Audit Manager on 01372 474106 or internalaudit@elmbridge.gov.uk

Office use only - tick as appropriate

Proof:

- Residence (council tax, utility bill etc....)
- V5/ insurance certificate (not required if already supplied)

Payment:

- Card
- Other _____ (specify)

Receipt Number:

Notes:

Personal Details

Address

Postcode

E-Mail

☎ Daytime

☎ Mobile



Off Peak Season ticket Terms and Conditions of Use Town Centre and Village Car Parks

Valid from 25 Jan 2019

Please contact Elmbridge Parking Services if you have any queries or you require more information.

1. The Council will cancel and invalidate the Season ticket if it is deliberately misused, altered or defaced.
2. The Off Peak Season ticket is only valid for the vehicle registration detailed on the Permit, whilst the vehicle and resident are registered at the address provided at the time of application.
3. A Penalty Charge Notice may be issued to any vehicle when parked incorrectly, and for the improper use of a Permit.
4. An Off Peak Season ticket is valid Monday to Friday 08:00 hrs to 10:00 hrs and 16:00 hrs to 19:00 hrs and all day Saturday. During all other charging hours a pay and display ticket is required.

These Terms & Conditions are for the operation of Town Centre and Village Car Parks. For further information and any enquiries please contact Customer Services, Civic Centre, High Street, Esher, Surrey KT10 9SD

☎ 01372 474474

✉ contactus@elmbridge.gov.uk

🌐 www.elmbridge.gov.uk/parking

Data Protection:

Personal data has been collected in order to process your permit application and enforce the parking terms and conditions. Your personal data may be collected, processed, shared and retained in order to carry out the performance of a public task and fulfil our legal obligations in the following ways:

- *To ensure that the keeper of the vehicle is registered to an address with the Controlled Parking Zone*
- *Shared with third parties for appeals and enforcement.*
- *Shared with the police or security organisations to prevent or detect crime.*

Your Data Rights

In relation to the personal data which we may hold about you, you have the right to request to: Be informed, have access or rectify incorrect information. You also have the right to object to or restrict our processing of your data. Under Data Protection law we must verify your identity and explain to you our reasons if we do not agree to carry out your request.

Contact and Further Information: *If you would like more information about how we use your data, please read our Privacy Policy: www.elmbridge.gov.uk/privacy-notice. Data protection questions can be made via telephone on 01372 47 44 74 by email dataprotection@elmbridge.gov.uk or in writing to Data Protection, Elmbridge Borough Council, Civic Centre, High Street, Esher KT10 9SD (Not to be used for parking appeals)*

You have the right to complain to the Information Commissioner's Office at www.ICO.org.uk.