



North Tyneside Council

North Tyneside Council - Parking Control

Temporary Vouchers (Landlords) – Application Form

You are only allowed **two** sheets of five Temporary Vouchers per application.

YOUR APPLICATION WILL BE RETURNED TO YOU AND THE ISSUE OF YOUR VOUCHERS MAY BE DELAYED IF THE FORM IS INCORRECTLY OR PARTIALLY COMPLETED, OR IF THE CORRECT DOCUMENTATION IS NOT ATTACHED.

Part 1 – Your Particulars

Surname _____

Home/Business Address _____

Mr/Mrs/Miss or other title _____

Forename in full _____

Postal Code _____

Telephone No (Home) _____

Telephone No (Business) _____

(We may need to contact you at short notice)

Part 2 – Details of the number of Temporary Vouchers required

Vouchers can on be purchased in sheets of five vouchers. Each sheet of **five** Scratchcard Vouchers cost **£5.00**. Each Voucher enables the driver to park within the parking zone for up to 3 hours.

Number of sheets required _____
(Max. of two per application)

Permit Zone applicable for _____
(Please refer to the regulatory signs associated with the restriction)

Enclose your cheque or postal order made payable to 'North Tyneside Council' with your application form.

Part 3 – Enclosures

You must provide evidence that you own a property within the parking permit scheme. Examples of the type of documents to provide in support of your application include:

- Legal documentation validating the ownership of a dwelling (e.g. mortgage statement)
- Legal documentation validating a Management Agency is legally responsible for a dwelling (e.g. contract)

Please send photocopies of documents, wherever possible, as the Council is unable to accept responsibility for any documents sent through the post.

Part 4 - Parking Terms and Conditions relating to use of the Scratchcard Vouchers

- The Council cannot guarantee a parking space will always be available to you.
- It is your responsibility to ensure your vehicle is legally parked at all times.
- You must ensure that your permit is validated by scratching the appropriate panels to show the Day, Month, Date and Time of arrival.
- You must ensure that your Scratchcard Voucher is clearly displayed on the dashboard so the arrival details can be readily seen from outside of the vehicle.
- The Scratchcard Voucher is only valid within the permit zone(s) indicated on the front of the voucher.
- The Scratchcard Voucher is invalid if more than one time/day/month/date panel is scratched off.
- If you are parked within a marked bay, then your vehicle must be parked within the confines of the designated bay.

Part 5 - Vehicle Terms and Conditions

- Your vehicle must be able to fit within the markings of the parking place, if applicable, AND be:
 - i. a passenger vehicle that can carry no more than 13 people including the driver
 - ii. a vehicle that does not exceed six metres in length
 - iii. has an unladen weight not exceeding 3.5 tonnes.
- You cannot use the Vouchers on trailers or caravans, whether they are linked up to a vehicle displaying a permit/voucher, or standing alone.
- Your vehicle must have a valid road tax license. The permit is not valid if the vehicle is untaxed.

Part 6 – Declaration

I hereby certify that:

- all the information I have given on this application is correct.
- I will use the Vouchers in accordance with the Terms and Conditions outlined

Signature

Date

(The person named in Part 1 may only sign this declaration)

*It is an offence for a person knowingly to make a false statement for the purpose of obtaining a parking permit. The Council will not hesitate to prosecute and conviction will result in substantial penalties.

Please send the completed application form with your payment and enclosures to:

Parking Control
North Tyneside Council
Quadrant East
The Silverlink North
Cobalt Business Park
NE27 0BY