

CROYDON TRADERS PARKING PERMIT APPLICATION FORM



Section 1: Business Details

Name:

Name of Business (if different from above)

Address:

Telephone: Fax: ABN:

Email:

Section 2: Verification

Name:

Signature:



Croydon Trader Parking Permit Application Forms must be endorsed by a current committee member of the Croydon Traders Association.

Please note that obtaining a permit will not guarantee a parking space as the number of permits issued may exceed the number of parking bays available.

Section 3: Permit Fees

Permits are valid from 1 July to 30 June each year.

	Number of Permits Required (maximum of 4 permits)	Full Year (1 July – 30 June each year)	OR	50% Discount for permits purchased after 1 January each year	Total Cost
Number of permits		\$160.00		\$80.00	

Section 4: Acceptance of Terms & Conditions

I declare that I am a permanent trader at the stated business within the Croydon Main Street precinct and that the information I have provided is true and correct. I have read, understood and agreed to Maroondah Croydon Traders Parking Permit 'Conditions of Issue and Use' and wish to apply for a parking permit to use in accordance with these terms and Maroondah City Council's Croydon Traders Parking Permit Policy.

I will ensure that the permit/s are not transferred, assigned or sold to another business or person. I agree to return the permit/s to Maroondah City Council if eligibility changes. I understand that all parking permit fees are non-refundable. I acknowledge information found to be false in support of this application will result in my permit/s being cancelled.

Applicant's Name:

Applicant's Signature: Date:

Payment Details (Internal Use Only)

LC: Prepayment : _____ Receipt Number: _____ Date Paid: ____ / ____ / ____

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Cashier Use: Croydon Traders Parking Permit

LC: PP/PARK ADD CTPP/number of permits/name of business/business address
 Payment Type: Cash / Cheque / EFTPOS

Receipt Number: _____ Amount: \$ _____

Section 5: How to Apply

Parking permits can be purchased in two ways using the Croydon Traders Parking Permit application form:

- Payment can be made over the counter at Council's Croydon Service Centre. They can be paid for using cash, cheque, money order or EFTPOS.
- Send a completed application (together with payment by cheque or money order only) to Council. Cheques must be marked 'Not Negotiable' and made payable to Maroondah City Council
- **Please note parking permits will not be issued over the counter.**

Please allow 10 business days for applications to be processed and permits to be issued.

Keep the 'Conditions of Issues and Use' page for your reference.

Mail

Maroondah City Council
PO Box 156
Ringwood VIC 3134
DX 38068 Ringwood

Croydon Service Centre

Civic Square, Croydon
8:30am – 5:00pm
Monday to Friday
Closed Public Holidays

Further Information

Phone: 1300 88 22 33 or (03) 9298 4598
TTY (hearing speech/impaired) 1800 555 677

Maroondah City Council is committed to protecting your privacy as prescribed by the Privacy & Data Protection Act 2014 and the Health Records Act 2001. The information you provide on this form is being collected by Maroondah City Council for the strict purpose of conducting Council business. Your information will not be disclosed to any external party without your consent, unless Council is required or authorised to do so by law. Failure to provide the information requested may make you ineligible to receive the service or be part of an event/function that is the subject of this form. Any access to the information, amendments that may be required or any privacy enquiries may be directed to Council's Privacy Officer & Health Records Officer on 9298 4211 or email - privacy@maroondah.vic.gov.au

CONDITIONS OF ISSUE AND USE FOR TRADER PARKING PERMITS

- 1) Where parking permits are used contrary to any of the terms and conditions a parking infringement notice may be issued and the parking permit may be cancelled. Continued misuse of parking permits may also result in all parking permit privileges for a business being revoked;
- 2) Any parking permit that is obtained as the result of providing false or misleading information will be cancelled and the parking permit holder will be ineligible to obtain a parking permit for a period of 12 months. Any vehicle for which the parking permit is issued will also be ineligible for a parking permit for a period of 12 months;
- 3) Failure to display the parking permit on the vehicle so that all inscriptions are clearly visible from the outside of the vehicle may result in a parking infringement notice being issued;
- 4) Trader parking permits will expire at the end of the financial year as shown on the parking permit. The parking permit is issued for a maximum of 12 months;
- 5) Unregistered vehicles displaying a valid Maroondah City Council parking permit may still be towed under the Council's Local Law No. 11;
- 6) The Trader parking permit only provides exemptions for parking restrictions greater than 1 hour within the off-street car parks at the rear of the Croydon Main Street precinct as shown in the Croydon Traders Parking Permit Policy;
- 7) The issue of a parking permit will not guarantee the availability of a parking space to the holder;
- 8) Trader parking permits are not available for trailers, boats or caravans;
- 9) Trader parking permits will not be issued to vehicles over 4.5 tonne (GVM) and / or 7.5 metres in length
- 10) The loss of a trader parking permit must be reported to the Maroondah Council Local Laws Unit as soon as practicably possible following the realisation of such loss;
- 11) If a trader parking permit holder moves out of the Croydon Main Street Precinct, Maroondah Council must be notified in writing and the parking permit destroyed. If the parking permit holder moves, but remains within the Croydon Main Street Precinct, the parking permit holder must please fill out a 'Change of Detail's Form' to update details and verify continued eligibility for the Croydon Main Street Precinct parking permit scheme;
- 12) Trader parking permits must not be transferred or assigned to another business or sold;
- 13) Parking permits must not be duplicated in any way;
- 14) Once a parking permit is issued, the parking permit holder is not eligible for either a full or partial refund;
- 15) Council reserves the right to withdraw Trader Parking Permits at any time;
- 16) Maroondah Council will endeavour to process all parking permit applications within 10 working days of having been received;
- 17) Council reserves the right to alter the parking permit fee for all parking permits;
- 18) The number and location of parking spaces may be varied by authorised Council Officers or Victoria Police.