

# Maroondah City Council Activity Centre Car Park Reserved Parking Bay Scheme



## Permit Application Form

### Personal Details

Name:					
Residential Address:					
		P/Code			
Postal Address:					
<i>Same as residential address</i> <input type="checkbox"/>		P/Code			
e-mail Address:					
Preferred Contact Number:					

### Business

Is this application for a business? YES  NO

If Yes, Please provide the following details:

Business Name:					
ABN:					
Address:					
		P/Code			
Postal Address:					
<i>Same as address above</i> <input type="checkbox"/>		P/Code			
e-mail Address:					

### Vehicle Details

Registration	State	Make	Model	Colour

*Continued on next page.*



## Acknowledgement

I have acknowledged that the information I have provided on my application is true and correct.

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

*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](mailto:privacy@maroondah.vic.gov.au)*

## How to apply

### **MAIL**

Maroondah City Council  
Local Laws  
PO Box 156  
Ringwood VIC 3134

### **Email**

[maroondah@maroondah.vic.gov.au](mailto:maroondah@maroondah.vic.gov.au)

### **IN PERSON**

**Realm**, 179 Maroondah Hwy, Ringwood

**Croydon Service Centre**, Croydon Library, Civic Square, Croydon

### **FURTHER INFORMATION**

**Phone:** 1300 88 22 33

**WEB:** [www.maroondah.vic.gov.au](http://www.maroondah.vic.gov.au)

*Applicant to keep this section for future reference*

## Conditions of Issue and Use of Maroondah City Council Activity Centre Carpark Reserved Parking Bay Scheme Permit

1. A Maroondah City Council Activity Centre Carpark Reserved Parking Bay Scheme Permit (**permit**) will expire on the date as specified on the permit.
2. A permit will only be issued for a maximum of 12 months;
3. A permit must be renewed prior to its expiry;
4. A permit holder must reapply for a permit if it is not renewed prior to the permit expiry.
5. A previous permit holder does not automatically guarantee a permit to be issued under reapplication and the applicant may be required to wait until a permit becomes available;
6. A permit is not valid on an unregistered vehicle and any unregistered vehicle may be liable for penalties under Maroondah City Council's (**the Council**) Local Law(s) and be impounded by the Council;
7. A permit only allows the vehicle specified on the permit to park in a designated "Permit Zone" in the Multilevel Carpark prescribed on the permit;
8. A permit may apply in any time restricted zone (except accessible parking and electric vehicle parking bays) of the Multilevel Carpark prescribed on the permit.
9. A permit is not valid in any other location other than what is prescribed on the permit.
10. If a key, remote, access pass or code is supplied to a permit holder for the purposes of 24 hours access to a facility, the key, access pass or code must not be duplicated / passed on to a third party without the expressed, written consent of Council;
11. Any key, remote, access pass or code that is lost must be reported to Council immediately.
12. A permit is not available for trailers, boats, caravans or any other vehicle that is not able to move under its own power;
13. A permit will not be issued to vehicles over 4.5 tonne (GVM), 7.5 metres in length and / or a vehicle that exceeds the maximum height levels for Multilevel Carparks under the permit scheme.
14. Once a permit is issued, the permit holder is not eligible for either a full or partial refund, except in exceptional circumstances and approved by a responsible Manager or Director of Council;
15. Council reserves the right to withdraw a permit at any time;
16. Council reserves the right to alter any permit fee as required;
17. The Council will endeavour to process all permit applications within 10 working days of having been received;
18. Failure to adhere to any of these conditions or obtaining a permit as a result of providing false or misleading information will result in the cancelling of the permit and additional action may be taken against Council's Local Law(s), including one or more of the following:
  - a. the issuing of infringement notices;
  - b. prosecution in Court; or
  - c. barring from the permit scheme for a period of time.