



Housing Estate Visitor's Parking Permit Application Form

This form is only to be used by residents of housing estates with estate controlled parking schemes.

To apply for a permit you must complete this form and return it to us:

- by post to, Haringey Payment Service, P.O.Box 55235, London N22 9DF or
- by calling in to the Haringey Payment Centre, 247 High Road, Wood Green, N22 8NZ (opening hours, Mon-Fri (except Thursdays) 8.45am-5pm, Thurs 8.45am-7pm and Sat 9:30am-12:30pm).

- ◆ Please fill in all sections of this form. If a section does not apply to you put a line through it.
- ◆ Use black ink and write everything in capital letters
- ◆ Please make sure you send in all the supporting documents. If you do not have all the documents now, add in a note to state when you will send in the documents.
- ◆ If you are applying by post we will write to you within five working days after we have received all the information and supporting documents we require

Section 1: Type of Visitors Parking Permit I am applying for:

- Visitors short stay permit(s) (maximum 1 hour per permit)
- Visitors short stay permit(s) (maximum 2 hours per permit)
- Visitors weekend permit
- Visitors two-week permit

Section 2: Personal Details

First name:

Surname/Family name:

Address:

.....

Daytime Phone number:

I have been a resident at this address since:

Section 3: Documents I am providing

As proof I am a resident at _____ Housing Estate, I enclose one of the following documents:-

- My current Council or housing association rent book showing my name and address
- My latest Council Tax bill, a letter about my Council Tax account or latest utility bill
- My tenancy agreement which shows my name, my address, and the tenancy period
- My current welfare benefit book showing my name and address
- My medical card
- A recent statutory declaration, typed, dated and properly worded. Made in the presence of a commissioner for oaths, a solicitor or a Justice of the Peace.

As proof that I qualify for the Concessionary Rates, I enclose one of the following:-

- My Birth Certificate/Driving Licence/Passport (if over 60 years of age)
- An Older Persons or Disabled Persons Freedom Pass
- A Blue Badge, Companion Badge or statement from Work and Pensions showing receipt of High Rate Mobility Disability Living Allowance
- A Disability Registration Card

Section 4: Permit Allocation and Prices

Standard Rates

Standard rates apply to residents aged between 18 and 60 years.

One-hour	£0.80 per set of 4)
) 64 hours in any 3 month period
Two-hour	£1.60 per set of 4)
Weekend	£5.00 each	(6 in 12 month period)
Two-week	£8.00 each	(1 in 12 month period)

Concessionary Rates

Concessionary rates apply to residents 60 years and above or residents who are registered disabled. Proof of age or disability is required.

One-hour	£0.40 per set of 4)) 128 hours in any 3 month period
Two-hour	£0.80 per set of 4)	
Weekend	£2.00 each		(12 in 12 month period)
Two-week	£3.00 each		(2 in 12 month period)

Section 5: My Payment

I enclose a cheque for £..... Payable to London Borough of Haringey

Postal Orders for £..... Payable to London Borough of Haringey

OR

I am paying by (tick only one of these boxes). Credit or debit card payments are only applicable for purchases made in person from the Payment Centre.

Visa Card MasterCard Switch Card Delta Card
Eurocard

(Haringey Council does not accept any other credit card or debit cards. If you are not using one of these cards please pay by cheque/postal order or pay in person at Haringey Payment Centre, 247 High Road, Wood Green, N22 8NZ (opening hours, Mon-Fri (except Thursdays) 8.45am-5pm, Thurs 8.45am-7pm and Sat 9:30am –12:30pm).

Section 6: Applicants declaration

I hereby certify that:

The address that I have given on this application is my usual place of residence and that all the information in this application is true and correct.

I will immediately return the permit(s) to Haringey Council / Homes for Haringey if:

- I stop being a resident within the named Housing Estate
- Homes for Haringey cancels or asks me to return the permit(s)
- The permit(s) stop being valid for any reason.

I have read and understand Homes for Haringey's procedures as detailed in the tenants' and leaseholders' charters and promise to keep within the rules these set out.

Applicants signature: Date:

It is an offence for any person knowingly to give false information for the purpose of getting a parking permit. Homes for Haringey will prosecute anyone who commits fraud. Conviction will result in heavy penalties.

Data Protection

Haringey Council and Homes for Haringey intend to fulfil all their obligations under the Data Protection Act 1998 (the Act). We will ensure that all processing of data falling within the scope of the Act is appropriately notified to the Information Commissioner. Individuals whose information is held and processed by us can be assured that the information will be maintained in confidence and treated with all due care.

Haringey Council and Homes for Haringey tries to keep information held about you accurate and up to date. However, if you find any inaccuracies you have the right to have them corrected. If you have any concerns about the processing of information by us you may contact the Data Protection Officer, Alexandra House, 4th Floor, 10 Station Road, Wood Green, London, N22 7TR or the information Commissioner, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.