

Residential Parking Permits – Application Form (Multi Unit Developments)



Telephone: 03 9205 2200
www.hume.vic.gov.au

Applicant Details:

Title: _____ First name: _____ Last name: _____

Residential Address: _____

Telephone Number: _____ Email: _____

DEVELOPMENT TYPE	ELIGIBILITY CRITERIA	PERMIT ELIGIBILITY
2 Units/Dwellings on an allotment	Planning Permit issued prior to 9 May 2022	Up to 3 Residential Parking Permits each
	Planning Permit issued on or after 9 May 2022	Up to 1 Residential Parking Permit each
3 Units/Dwellings on an allotment	N/A	Up to 1 Residential Parking Permit each
More than 3 Units/Dwellings on an allotment	Planning Permit issued prior to 9 May 2022	Up to 1 Residential Parking Permit each
	Planning Permit issued on or after 9 May 2022	Not Eligible for Residential Parking Permits

- Permits may take up to ten business days to be issued.
- Fixed Parking Permit – for use on a vehicle where the permit is fixed to the windscreen.
- Visitor Parking Permit – for use by residents and/or visitors to be placed on top of the dashboard.
- Third Permit – A \$60.00 administration fee applies to the third parking permit. An invoice will be issued, and permit sent upon receipt of payment.

ACCORDING TO THE ABOVE TABLE PLEASE SELECT PARKING PERMITS YOU REQUIRE AND PROVIDE DETAILS BELOW

<input type="checkbox"/> FIRST PERMIT – FREE FIXED PERMIT Vehicle Reg No. _____ OR VISITOR PERMIT (Please circle permit required)	<input type="checkbox"/> SECOND PERMIT – FREE FIXED PERMIT Vehicle Reg No. _____ OR VISITOR PERMIT (Please circle permit required)	<input type="checkbox"/> THIRD PERMIT – FREE FIXED PERMIT Vehicle Reg No. _____ OR VISITOR PERMIT (Please circle permit required)
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For a Fixed Permit – Please provide evidence that the vehicle is registered at your address by providing one of the following (please tick applicable box)

- VicRoads registration notice
 Vehicle insurance certificate
 Vehicle Lease Agreement

For a Visitor Permit - Please supply evidence that you reside at the property by providing one of the following (please tick applicable box):

- Household bill
 Rental Agreement
 Drivers licence

Privacy information: Hume City Council is committed to ensuring that applicant information remains confidential and is managed in accordance with the Information Privacy Act 2000 for the purpose of assessing your residential permit application only.

Please turn over

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RESIDENTIAL PARKING PERMIT CONDITIONS OF USE

1. The issuing of a Residential Parking Permit does not imply availability of an on-street parking space.
2. Residential Parking Permits are only valid within the nominated parking area on the permit and respective parking sign.
3. A permit does not allow for the contravention of the Victorian Road Rules.
4. The Fixed Parking Permit must be affixed from inside of the vehicle to the lower left side of the windscreen.
5. Visitor and Temporary Parking Permits are transferable between vehicles and can be used by residents and/or their visitors. They should be placed on top of the dashboard as close as possible to the left side and be clearly visible.
6. The owner of any vehicle not displaying a valid permit or if the permit is not visible, risks receiving a Parking Infringement Notice.
7. The owner of any vehicle displaying a cancelled or expired permit risks receiving a Parking Infringement Notice.
8. All permits must be applied for in writing on an application form obtained from Hume City Council, providing required vehicle details and supporting documentation.
9. It is the responsibility of the vehicle owner to ensure that any parking permits displayed are current and valid.
10. Any lost permits must be reported as soon as possible. All lost permits will be cancelled. The replacement of any lost permit will cost an administration fee of \$30.00. If found, the permit is to be returned to Council. No refunds for payments of permits will be made.
11. The replacement of a Fixed Parking Permit requires the old permit to be removed and returned to Council and a new application to be submitted providing vehicle details and supporting information. The issuing of a new permit without the old permit being returned to Council will cost an administration fee of \$30.00. No refunds for payment of permits will be made.
12. Council reserves the right to modify or remove the parking 'Permit Zone' at any time.
13. Residential Parking Permits must not be sold, borrowed, reproduced, altered or used for any other purpose. Breach of this condition risks the cancellation of all current permits.
14. Vehicles displaying a parking permit are to park as close as possible to the property the permit was issued to.
15. Council reserves the right, at its discretion, to revoke permits where the Conditions of Use have been breached.
16. Residential Parking Permits remain the property of Hume City Council.
17. The issuing of Residential Parking Permits is at the discretion of Council.

Declaration:

I declare that the information provided is true and correct and I will fully comply with the 'Residential Parking Permit Conditions of Use'.

Signature: _____ Date: _____

Before submitting your application, please ensure you have:

- Provided proof of registration and/or residency if required
 - Read and signed the declaration
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