## APPLICATION FOR CAR SHARING PARKING PERMIT 2015/16

## (EXETER CAMPUSES)

Please complete this form and take it to Car Parking Office, Main Reception Stocker Road

**Lead name**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title |  | BUDI No: |  | Permit No: |
| Initial: |  | | Surname: |  |
| Staff/Non-Staff/Student including Student number: |  | | Work/Mobile Telephone Number: |  |
| Contact email: |  | | | |
| Address (internal/external): |  | | | |

**All BUDI Team members must produce evidence for any one of the criteria below and must be taken/sent to the Car Parking Office, Streatham Farm together with this application, please tick appropriate box(es)**

|  |  |
| --- | --- |
| **APPLICATION & CRITERIA** | |
| **You reside outside post codes: EX1 EX2 & EX4**: Please provide a Utility bill, Landlords agreement & Bank statement as evidence |  |
| **Have caring responsibilities:** see [Parking Permit Eligibility](http://www.exeter.ac.uk/staff/stafflife/carparking/carparkinginexeter/) for details, Please provide a Birth Certificate or confirmation of adult caring responsibilities as evidence |  |
| **Staff with poor access to public transport** – staff who must use more than two different public transport services to make the journey to work or where public transport does not exist : Please confirm routes as evidence |  |
| **Staff who work shifts or unsocial hours** – staff who start work before 0630 or finish after 2230: Please provide confirmation from Line Manager as evidence |  |

Parking Permit charges vary according to your vehicle’s emissions. Please note that permit charges are pro-rata for staff joining the University after 1 October or leaving before 30 September. These may be viewed at

#### DECLARATION

#### I declare that the information supplied on this form is correct, and that I am the registered keeper of the vehicle(s) detailed above, and I undertake, as a condition of my being granted the permit/badge for which I apply:

* On receipt of the new permit to remove all earlier University parking permits and to affix the new permit to the front windscreen of my vehicle in accordance with the instructions determined by the University Council
* To display the permit on the vehicle at all times when it is being used for car sharing purposes whilst on University property
* To comply with the University’s Parking Regulations and rules on traffic which can be viewed at: <http://www.exeter.ac.uk/staff/stafflife/carparking/fullregulations/>
* To remove the permit before disposing of the vehicle, change of vehicle or ceasing to be eligible for a parking permit return it to Car parking Desk Main Reception Stocker Road
* I understand that the University reserve the right to change terms, conditions and cost relating to parking at any time. Advance notice would be given prior to any changes being introduced.

I understand that **possession of the permit does not guarantee that a parking space will always be available whenever I seek to park in the University grounds and that vehicles which are illegally parked may be removed or incur a parking fine.**

Please provide **vehicle details** (Lead) for parking permit – Up to 4 vehicle details can be included on the permit:

|  |  |
| --- | --- |
| Vehicle make (e.g. Ford) |  |
| Vehicle model (e.g. Focus) |  |
| Vehicle registration number |  |
| Authority to Park Permit required: Yes / No | ATP Permit No: |

I have read and accept the above declaration, and agree to abide by the Parking Regulations (as on www.exeter.ac.uk/about/parking/):

Signed : Date :

Name (Block Capitals) Date Commenced Employment at the University:

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Please provide **vehicle details** (2nd) for parking permit:

|  |  |  |
| --- | --- | --- |
| Name, Staff or Student number |  |  |
| Contact No, E-mail address |  |  |
| Address |  | |
| Vehicle make (e.g. Ford) |  | |
| Vehicle model (e.g. Focus) |  | |
| Vehicle registration number |  | |
| Authority to Park Permit required: Yes / No | ATP Permit No: | |

I have read and accept the above declaration, and agree to abide by the Parking Regulations (as on www.exeter.ac.uk/about/parking/):

Signed : Date :

Name (Block Capitals) Date Commenced Employment at the University:

Please provide your **vehicle details** (3rd) for parking permit:

|  |  |  |
| --- | --- | --- |
| Name, Staff or Student number |  |  |
| Contact No, E-mail address |  |  |
| Address |  | |
| Vehicle make (e.g. Ford) |  | |
| Vehicle model (e.g. Focus) |  | |
| Vehicle registration number |  | |
| Authority to Park Permit required: Yes / No | ATP Permit No: | |

I have read and accept the above declaration, and agree to abide by the Parking Regulations (as on www.exeter.ac.uk/about/parking/):

Signed : Date :

Name (Block Capitals) Date Commenced Employment at the University:

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Please provide your **vehicle details** (4th) for parking permit:

|  |  |  |
| --- | --- | --- |
| Name, Staff or Student number |  |  |
| Contact No, E-mail address |  |  |
| Address |  | |
| Vehicle make (e.g. Ford) |  | |
| Vehicle model (e.g. Focus) |  | |
| Vehicle registration number |  | |
| Authority to Park Permit required: Yes / No | ATP Permit No: | |

I have read and accept the above declaration, and agree to abide by the Parking Regulations (as on www.exeter.ac.uk/about/parking/):

Signed : Date :

Name (Block Capitals) Date Commenced Employment at the University:

Data Protection Act

This information will be recorded and processed by the University to administer staff parking permits for security and parking regulation purposes and to support 'Green' initiatives.