**WICKLOW COUNTY COUNCIL**

***COMHAIRLE CHONTAE CHILL MHANTÁIN***

**MUNICIPAL DISTRICT OF GREYSTONES**

***CEANTAR BARDASACH NA gCLOCHA LIATHA***

***Please forward Applications***

***& queries to the following***

***address only:***

**APPLICATION FOR AN ANNUAL PARKING PERMIT** Parking Section,

**(CP01-001)** Bray Municipal District,

Civic Centre, Main Street,

Bray, Co. Wicklow.

Tel: 01-2744900

**LIMITED NUMBER AVAILABLE**

**PLEASE ANSWER ALL QUESTIONS AND SEE CONDITIONS ON PAGE 2 OF THIS FORM**

Company Name & Registered Number (Block Capitals)­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee’s name (Block Capitals) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Address (Block Capitals) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Is the above address your normal place of work? (Please circle) YES NO

Vehicle Make: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Model: ­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vehicle Registration: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Engine Capacity (C.C.): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I DECLARE THAT THE PARTICULARS IN THIS APPLICATION ARE TRUE**.

Company Authorised Signature: ­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

**The fee for an Annual Parking Permit, which must accompany this application, is €500.00 per annum (€275 per 6 months and €150 per 3 months)**

**The fee for Replacement Permit/Alterations/Change of Vehicle etc is €50.00.**

**Please Note: Annual Permits are for use in Car Parks Only**

**Cheques/Postal Orders etc., should be made payable to Wicklow County Council. Please DO NOT forward cash by post.**

**PTO**

**CARD PAYMENT OPTIONS**

Please debit my Card with the amount indicated

**Master Card Visa Credit Visa Debit**

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**Card A/c No.**

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**Cardholder Expiry**

**Signature Date**

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**Phone Number**

***PLEASE NOTE THE FOLLOWING*:**

**INCOMPLETE APPLICATIONS WILL BE RETURNED. *ALL ANNUAL PERMITS WILL BE ISSUED ON A FIRST COME FIRST SERVED BASIS. INITIALLY ONE PERMIT WILL BE ISSUED TO AN ELIGIBLE COMPANY. A SECOND PERMIT MAY BE ISSUED TO A COMPANY IF THE LIMIT OF 50 COMMERCIAL PERMITS FOR THE GREYSTONES AREA HAS NOT BEEN EXCEEDED.***

**THE RENEWAL OF A COMMERCIAL PERMIT IS THE RESPONSIBILITY OF THE COMPANY. A PERMIT IS ONLY VALID FOR THE VEHICLE AND THE PERMIT PARKING AREA INDICATED ON THE PERMIT. ALL DAY PARKING IS PERMITTED WHEN DISPLAYING A VALID PERMIT FOR THE SPECIFIED AREA.**

**IF YOUR COMPANY MOVES FROM THE ABOVE ADDRESS OR IF YOU DISPOSE OF YOUR VEHICLE, YOUR PERMIT IS NO LONGER VALID AND MUST BE RETURNED TO THIS OFFICE IMMEDIATELY.**

**REPLACEMENT PERMITS WILL BE ISSUED AT A COST OF €50 IN THE EVENT THAT THE PERMIT IS LOST/STOLEN OR TRANSFERRED TO ANOTHER VEHICLE.**

**IMPORTANT CHECK LIST**

**Supply to this office current documentary evidence of operation of company to support your application e.g. lease agreement, tax clearance certificate etc.**

1. **Supply a photocopy of the current insurance certificate for the vehicle indicating your name, Company address and car registration. If the car is registered in the name of a company you must supply a copy of the current insurance certificate for the vehicle AND a letter from the company stating that you are employed by them, your address, the car registration and that you have habitual use of the vehicle, AND**
2. **Supply a photocopy of current driving licence, AND**
3. **Supply any other information requested by Wicklow County Council.**

**Office Use Only:**

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| Company Documents supplied: |
| Payment details: CP01-001 |
| Permit number: |