



APPLICATION FOR RESIDENTIAL PARKING PERMITS

PARKING PERMIT CONDITIONS & INFORMATION

WHO IS ELIGIBLE FOR A PARKING PERMIT?

Only people who *reside* in the City of Port Phillip are eligible to apply for Parking Permits. The resident must be living in a property that has a residential land use (restaurants, offices, community centres etc are ineligible).

Vehicles over 1.5tonne and / or 7 metres in length are not eligible for Parking Permits.

Not all residential properties are eligible to participate in the Parking Permit Scheme (in particular, properties that have had a subdivision or development approved by the council after 1 October 2002). Applicants are advised to check their permit eligibility with the council prior to making a commitment to a property.

PERMIT ENTITLEMENTS

A maximum of three Resident / Visitor Permits (with a maximum of two Visitor Permits) are allowed per address.

A maximum of three Foreshore Parking Permits are allowed per address.

WHEN DOES COVERAGE COMMENCE?

Resident / Combined / Foreshore Parking Permit coverage commences from the date your application is received. If your vehicle incurs any parking permit-related infringements while waiting for the permit to arrive, they can be contested by writing to Port Phillip Parking Services (address on rear of infringement ticket).

Visitor Parking Permits offer no coverage until the permit is received and displayed.

Once the application requirements have been met, please allow 5-10 working days for the Visitor Permit to arrive via Registered Post.

PARKING PERMIT FEES

	1st Permit	2nd Permit	3rd Permit
Resident Permit	\$56	\$56	\$90
Combined Resident/Foreshore Permit *	\$79	\$79	\$113
Foreshore Permit	\$23	\$23	\$23
Visitor Permit	\$90	\$90	N/A

All Parking Permit fees are non-refundable and subject to change without prior notice.

A \$250 replacement fee applies if your Visitor Permit is misplaced or lost.

DVA Gold Card, Senior Health Care, Health Care and Pensioner Concession cardholders are entitled to their first permit free of charge and all subsequent permits for half price.

*If the pension cardholder's first permit is a Combined Resident / Foreshore, the Resident component will be free and Foreshore component half price (\$11.50).

HOW TO APPLY

1. Read the Parking Permit Conditions and Information
2. Complete / sign the application form
3. Submit your application and identification/payment via fax, mail or in person at one of our Town Halls
Your initial application must be accompanied by a minimum of one piece of identification OR full payment.

St Kilda Town Hall
99A Carlisle Street
Mon – Fri 8.30am – 5.00pm

South Melbourne Town Hall
220 Bank Street
Mon – Fri 8.30am – 5.00pm

Port Melbourne Town Hall
333 Bay Street
Mon – Fri 8.30am – 5.00pm

Fax: 03 9536 2788

Telephone: 03 9209 6777

Mail: City of Port Phillip, Private Bag 3, ST KILDA VIC 3182

Email: helpparkpermitadm@portphillip.vic.gov.au

Once the required identification / payment has been provided, the Resident / Combined / Foreshore Permit/s will be sent via regular post. Visitor Permits are sent via Registered Post (after one failed delivery attempt, the Visitor Permit will be held at your local Post Office for collection).

WHAT DOES A FORESHORE PARKING PERMIT EXEMPT ME FROM?

Paying the relevant fee at paid parking locations along the beach road (foreshore) and in public car parks located on the beach side of the road. All time restrictions must still be adhered to.

Specific areas of coverage include:

PORT MELBOURNE	- Beach Street - Waterfront Place	- Beach Street car park - Station Pier car park
ST KILDA	- Jacka Boulevard - Pier Road - Beaconsfield Parade	- Marine Parade - Marine Parade car park - St Kilda Triangle car park
MIDDLE PARK / ALBERT PARK	- Beaconsfield Parade	
ELWOOD	- Point Ormond Road - Point Ormond car park - Elwood car park	

FORESHORE PARKING PERMITS DO NOT EXEMPT ME FROM:

- Private car parks (including St Kilda Sea Baths and Shakespeare Grove car park)
- Neighbouring municipalities (please check with Council if unsure where our boundaries lie)
- Parking bays that do not require a fee

GENERAL CONDITIONS

Resident / Visitor Parking Permits are solely intended to assist you and your visitors in parking within the vicinity of your home – they cannot be used to park when visiting shops, public areas or your place of employment.

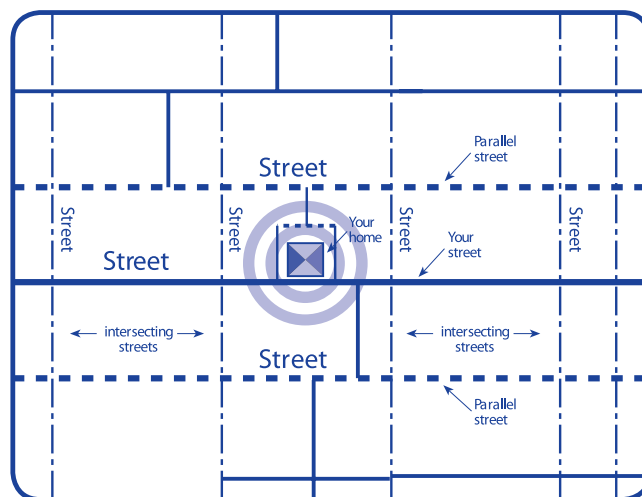
Visitor Parking Permits cannot be transferred to anyone else for commuter or business parking.

Misuse of Parking Permits, particularly Visitor Parking Permits, reduces the parking availability for legitimate permit holders. The City of Port Phillip and Victorian Police continue to investigate alleged permit misuse. Misuse of Parking Permits may result in the withdrawal of all Parking Permit privileges for life and prosecution for any breaches of the relevant legislation.

If you believe you have witnessed someone misusing a permit, please contact ASSIST on 03 9209 6777.

WHAT DOES A RESIDENT / VISITOR PARKING PERMIT EXEMPT ME FROM?

Green 'time limited' signs (excluding 15minute zones) and red 'Permit Zone' signs and paid parking zones that **adjoin residential properties** in the street of permit issue, any intersecting streets and any immediately parallel streets.



Map showing an example of the streets within the proximity of your home (residence) in which you can park with an appropriate permit.

Example Map (key)

- the street of permit issue
- immediately parallel streets
- - - streets which intersect the street of issue

RESIDENT / VISITOR PARKING PERMITS DO NOT EXEMPT ME FROM:

- 15minute zones
- Off street car parks
- Parking locations outside shopping centres (including 'shop top' housing), off-street car parks, commercial, industrial or community use properties
- Neighbouring municipalities (please check with Council if unsure where our boundaries lie)

IDENTIFICATION REQUIRED

Resident / Combined / Foreshore Permits

Each application requires one piece of *Vehicle Identification* and one piece of *Property Identification*.

Visitor Permits

Each application requires two pieces of *Property Identification*.

Vehicle Identification

Must specify applicant's name, current City of Port Phillip residential address and vehicle registration number

- Registration Certificate
- Vic Roads Change of Address Notice
- Vehicle Insurance Policy
- Traffic Infringement Letter #
- Citylink Infringement
- Company Letter *

Property Identification

Must specify applicant's name and current City of Port Phillip residential address

- Drivers Licence
- Rates Notice / listing on Rates Database
- Residential Lease or REIV Bond Lodgement
- Bank Statement #
- Utility Bill (gas, electricity, water, phone) #

Please note that vehicle *Contract of Sale* documents (and invoices) ARE NOT accepted as *Vehicle Identification*.

Identification must be less than 8 weeks old. Verification of identification may be required when copies are provided.

*If driving an employer-issued vehicle, we require a letter from the employer (on official letterhead and signed by a company director / fleet manager). The letter must state that you have primary use of the company-owned vehicle and confirm the overnight garaging address. If self-employed, please also include a copy of the vehicle insurance policy OR vehicle registration certificate.

IDENTIFICATION PROVIDED WITH YOUR APPLICATION

VEHICLE IDENTIFICATION (NOT REQUIRED FOR VISITOR PERMIT APPLICATIONS)

ONE piece required – must contain the applicant's name, City of Port Phillip residential address and vehicle registration.

Registration Certificate Vehicle Insurance Policy Traffic Infringement Letter
 Company Letter Citylink Infringement (Citylink accounts/statements will not be accepted)

If driving a friend or relative's vehicle, you can only obtain a Resident, Combined or Foreshore Parking Permit if your name and current City of Port Phillip residential address are added to their vehicle insurance policy.

PROPERTY IDENTIFICATION

Must contain the applicant's name and City of Port Phillip residential address.

Current Lease REIV Bond Bank Statement # Driver's Licence
 Rate Notice Utility Bill # Pension Card

Identification must be less than 8 weeks old.

USE OF PERSONAL INFORMATION

The personal information requested on this form is being collected by the council to assist in the assessment of your Parking Permit application. The personal information will be used solely by the council for that primary purpose or directly related purposes. The council may disclose this information to Vic Roads and Victoria Police. If this information is not collected, we will be unable to assess your Parking Permit application. The applicant understands that the personal information provided is for the assessment of the Parking Permit application and that he or she may apply to the council for access to and/or amendment of the information. Requests for access and or correction should be made to the council's Statutory Functions Department.

