

APPLICATION FOR STUDENT CAR PARKING PERMIT

CAPITAL LETTERS PLEASE

Details:

TITLE: **SURNAME:** **FORENAME:**
 (Mr/Mrs/Ms/Miss/Dr/Prof)

STUDENT NO: **HOME CAMPUS LOCATION:**

ACADEMIC COURSE **YEAR**..... **FACULTY**

BLUE/BADGE HOLDER No:..... **CONTACT TEL NO:**
Photocopy of blue badge to be attached (Standard fee will not be waived without proof of blue badge)

12 MONTH PERMIT: **SIX MONTH PERMIT:**

PARTICIPATING IN A CAR SHARING SCHEME *Please also complete Supplementary Form*

Car Details: (details will assist the University in providing a more secure car park environment plus the ability to contact vehicle owner should the need arise)
 Any change of vehicle or registration number should be notified to the car park office on your campus.

VEH REG NO: **COLOUR:**

MAKE: **MODEL:**

DATE: **AMOUNT:** **RECEIPT NO:**

CASH: **CHEQUE:** **CREDIT CARD:** **DEBIT CARD:**

Please Note:

The University have the right to vary tariffs at anytime in the future subject to notifying students in advance. Inclusion in the scheme will commence within 3 working days of the receipt of a fully completed and correct application. If Students forget there permit they will have to take a ticket at the entrance and pay the daily tariff for which there will be no refund. If students are discovered to be making their cards available to third parties or are caught tail gating off campus they will be subject to a fine and/or disciplinary action. If students abuse the system they may be prohibited from accessing the car parks on a permit system. The purchase of an annual permit is only for "Licence to Hunt" and does NOT guarantee a space. Students who have purchased a 12-month permit can only claim refunds for a full six-month period. Therefore they should, before the end of the fifth month, complete and submit a Student Permit Cancellation Form. The cancellation will take effect one month from the date of receipt of the cancellation form. If more than one person, involved in a Car Sharing scheme, brings their car into any University Car Park on a particular day, only the first person to enter will be allowed to do so using their card, the rest will have to take a daily ticket and pay.

DECLARATION

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

- A. This permit is solely for my own use and must be returned when I no longer require parking at the University.
- B. To ascertain and comply with the University's Car Parking Terms & Conditions of which I have received a copy.

I understand that the possession of a permit does not guarantee that a parking place will always be available whenever I seek to park in the University Car Parks.

Signature: **Date:**

NOTE: WHEN COMPLETED FORM SHOULD BE RETURNED TO CAR PARK & TRAFFIC MANAGEMENT OFFICE (COLERAINE - H116; JORDANSTOWN AND BELFAST – 10A01B; MAGEE – MD004)

OFFICIAL USE ONLY

Approved: Date: Skidata user no.....
 (Name & Title)

Valid Student ID Card: Checked by.....