



For official use only

DOCUMENTS SEEN AND APPROVED			
Residence:		Discount:	
<input type="checkbox"/> DL	<input type="checkbox"/> UB	<input type="checkbox"/> PP	<input type="checkbox"/> other (state below)
<input type="checkbox"/> CT	<input type="checkbox"/> TV	<input type="checkbox"/> BC	
<input type="checkbox"/> HI	<input type="checkbox"/> TA	<input type="checkbox"/> DL	
<input type="checkbox"/> DSS	<input type="checkbox"/> BS	<input type="checkbox"/> BB	
<input type="checkbox"/> TB		<input type="checkbox"/> DSS	

Permit No(s)	
Date of issue	
Amount paid	
Prepared by	

Parking Service - APPLY ONLINE FOR PAPERLESS VISITOR PERMITS TO RECEIVE A DISCOUNT

Resident Visitor Permits – Application Form

Please read the Guidance Notes before completing this form.

Please complete all sections of this form, **IN BLOCK LETTERS**, in black ink, and ensure that all the correct documentation is enclosed before the application is submitted.

YOUR APPLICATION WILL BE RETURNED TO YOU AND THE ISSUE OF YOUR PERMITS MAY BE DELAYED IF THE FORM IS INCORRECTLY OR PARTIALLY COMPLETED, OR IF THE CORRECT DOCUMENTATION IS NOT ATTACHED.

Part 1 – Your particulars

Surname (this name should be used in all other applications received from the same household)	Address
Mr/Mrs/Miss or other title	
Forenames in full	Postcode
Date of birth	Telephone No. (home)
Email	Telephone No. (business)
	Telephone No. (mobile)

Part 2 – Details of permits required

Insert number of permits you are applying for
(maximum 20 daily or 4 weekly per application)

Daily / Weekly Visitor Permits
(delete as appropriate)

Daily resident visitor permits cost £10.70 each in all-day zones and £4.20 each in one-hour zones. Residents aged 70 years or over and those claiming the disabled discount may apply for up to 40 permits per application and the cost is £4.85 each in all-day zones and £2.05 each in one-hour zones.

Weekly resident visitor permits cost £54.00 each in all-day zones operating Monday to Friday and £64.80 each in all-day zones operating from Monday to Saturday. In one-hour zones operating Monday to Friday the cost is £21.00 each, and £25.20 each in one-hour zones operating Monday to Saturday.

Residents aged 70 years or over and those claiming the disabled discount may apply for up to 8 weekly visitor permits per application and the cost is £24.60 each in all-day zones operating Monday to Friday, and £29.50 each in all-day zones operating Monday to Saturday. In one hour zones operating Monday to Friday the cost is £10.40 each, and £12.60 each in one-hour zones operating from Monday to Saturday

Part 3 – Payment

☐ Cash

N.B. Cash accepted by personal callers only at local libraries.
A receipt will be issued on request.

☐ Cheque/postal order

payable to 'Wandsworth Council'. However, if purchasing permits from a local library, please make cheque/postal order payable to 'GLL (Greenwich Leisure Ltd)'.

Part 4 – Enclosures

The document must show your name and your Controlled Parking Zone address. Please send photocopies of documents, wherever possible, as the council is unable to accept responsibility for any original documents sent through the post. If you are making your application in person, original documents must be provided.

I am enclosing with this application (please tick the appropriate boxes)

1. Proof of residence - one of the following:

- ☐ Driving licence
- ☐ Current council tax bill
- ☐ Valid 12 months home contents insurance schedule
- ☐ State pension or benefit letter - the following letters, dated within the current financial year, will be accepted: state pension, child benefit, housing or council tax benefit, income support and unemployment benefit.
- ☐ Landline telephone bill - must show the landline telephone number and be dated within the last 3 months
- ☐ Gas or electricity bill, dated with the last 3 months
- ☐ Current television licence
- ☐ Current council/housing association tenancy agreement and a rent statement showing recent payments
- ☐ Bank statement, dated within the last 3 months
- ☐ Credit card statement, dated within the last 3 months

- ☐ Current 6 or 12-month estate agent's tenancy agreement - the agreement must be signed and dated by all parties, show the name of the estate agent and be valid for at least one month at the time of application - private tenancy agreements will not be accepted

OR

- ☐ I already hold a current resident permit

2. If claiming the older persons discount (residents aged 70 or over):

- ☐ My proof of age in the form of (please confirm proof enclosed)

3. If claiming the disabled discount:

- ☐ Valid blue badge
- ☐ Disabled persons freedom pass

Part 5 – Declaration

I hereby certify that *

The address shown in Part 1 is my usual place of residence and all the information I have given on this application is correct.

Signature _____

Date _____

(this declaration may only be signed by the person named in Part 1)

* It is an offence for a person knowingly to make a false statement for the purpose of obtaining a parking permit. The council will not hesitate to prosecute and conviction will result in substantial penalties.

PLEASE NOTE:

A resident visitor permit is for use only in the zone in which you live. It is not valid in off-street car parks, private roads or on housing estate roads and does not guarantee the use or availability of any space. Resident visitor permits are not transferable, exchangeable or refundable.

The purchase of a weekly visitor permit will count toward your yearly allocation of 100 (or 200) days worth of visitor permits (eg. the purchase of a weekly visitor permit in a zone that operates from Monday to Saturday will reduce your yearly allocation by six).

If you are unable to supply any of the documents specified above, or if you are unsure of your entitlement to resident visitor permits, please email parkingpermits@wandsworth.gov.uk or telephone the **Parking Helpline (020) 8871 8871** Monday-Friday 9am-5pm.

Please send your application to:

Wandsworth Council
(Permit Processing)
PO Box 522
Twickenham
TW1 9PL

Alternatively, you may take your application to:

Customer Centre
Ground Floor, Town Hall Extension
Wandsworth High Street
London
SW18 2PU

or

Selected libraries within the borough,
visit our website www.wandsworth.gov.uk
for further details or alternatively
contact the Parking Helpline on
(020) 8871 8871

Monday-Friday 9am-5pm

You can apply for Paperless Visitor Permits by visiting www.wandsworth.gov.uk/permits
There is a discount for Paperless Visitor Permits purchased online.

Alternatively you can apply by post providing the following: • Completed application form
• Proof of residence (if applicable) • Proof of age/disability (if applicable) • Correct payment

PARKING HELPLINE (020) 8871 8871
www.wandsworth.gov.uk/parking

Wandsworth Council
Finance Department