

# Application for a NEW / RENEWAL (please delete) Car Park Permit for Russell Street Reserved Bays



PARKING SERVICES  
MURIEL MATTERS HOUSE, BREEDS PLACE,  
HASTINGS TN34 3UY  
TEL: (01424) 451070  
EMAIL: PARKING@HASTINGS.GOV.UK

**Please read carefully the terms of issue and current schedule of prices, before completing this form.** When completed, NEW APPLICATIONS need to be posted or emailed to Parking Services at the above address and card payment will be taken once the form has been received. Please note, applications received via post or email can take up to 7 days to process. If you wish to RENEW you can also apply in person at our Community Contact Centre, Queens Square, Hastings where the permit will be produced straightaway. Cheques or postal orders should be made payable to Hastings Borough Council.

## 1 Applicant Details

Full Name :

Address :

Postcode : .....

Telephone Number : .....

Email Address : .....

## 2 Vehicle Details

Vehicle Registration Number :            1<sup>st</sup> Vehicle .....            2<sup>nd</sup> Vehicle.....

Make : .....            Model : .....            Colour : .....

Make : .....            Model : .....            Colour : .....

Vehicle Type :            Motor Cycle            Car            Goods Vehicle (under 3.5 tonnes)

## 3 Type of Permit required (please tick)

Russell Street reserved Bays (Annual only) Existing / Preferred bay number.....

New Applications only. Enter the date the permit is to start from .....

## 4 Declaration

I declare that the particulars given above are true and that I have read and agree to the Terms of Issue and hereby apply for a Car Park Season Ticket for the vehicle(s) specified in section 2 above.

Signed : .....            Date : .....

Office Use Only :

Receipt/CAN Number:.....            Date recorded on PAY.NET.....

Permit Number Issued : .....            Date of Expiry : .....

Issuing Officer: .....            Date Issued : .....

**HASTINGS BOROUGH COUNCIL  
RUSSELL STREET PERMITS – TERMS OF ISSUE**

**Permits are issued subject to Orders made under the Road Traffic Regulation Act 1984 and are subject to the terms below. A person who at any time acts in contravention of, or fails to comply with the following terms, may have their Permit cancelled.**

1. Hastings Borough Council reserves the right to refuse to issue a Permit, cancel a Permit or refuse to grant the use of a Permit for a second vehicle.
2. The possession of a Russell Street reserved permit enables parking only in the numbered bay allocated to your vehicle. You should not park in any other marked bay as they would have been allocated to other vehicles. It is not valid for any other car park. Failure to comply with these regulations may result in the issue of a penalty charge notice, which will be enforced.
3. Russell Street permits may only be purchased in advance if the renewed permit runs on from the date of expiry of an existing permit without a break in the periods covered.
4. The valid permit, showing the relevant bay number must be displayed in the front windscreen of the vehicle. Failure to do so may result in a penalty charge notice being issued each time the vehicle is left in the parking place. Any faked, defaced, photocopied or altered Season Tickets will be rendered invalid.
5. Subject to 2 and 4, tickets are not transferable. Permits are only valid for the car park shown on them.
6. Only the original Permit bearing the genuine, original hologram must be displayed.
7. The permits for the Russell Street reserved bays are issued in the bay number allocated rather than the vehicle registration number. This means that other vehicles belonging to the bay holder may also be parked in the bay, provided that the permit is placed in the windscreen of the vehicle. Only one vehicle may be parked in the bay for which the permit is issued at any one time.
8. Neither Hastings Borough Council nor its employees shall be responsible for any loss or damage to a vehicle or its contents caused by a third party, unless as a foreseeable consequence of a negligent act or omission of the Council or its employees.
9. There is no refund for the surrender of car park permits.