

APPLICATION FOR RESIDENTIAL PARKING PERMIT

User Pays Permit

Permit fees applicable to 30 June 2027

274 Gower Street, Preston
PO Box 91, Preston, Vic 3072
T 8470 8888 F 8470 8877
E mailbox@darebin.vic.gov.au
darebin.vic.gov.au



the place
to live

PERMIT INFORMATION

Please complete all sections of this application form and return together with supporting documentation to the City of Darebin.

A permit is required to park in specifically marked permit areas in Darebin. People who have parking restrictions outside their home require a residential parking permit to park in the area and to stay over the time limit.

Who can apply for a user pays permit?

Any resident that lives within 100 metres of timed or permit zone restrictions may apply to purchase one temporary user pays permit for up to four weeks at a time.

Permits are not automatically renewable, a new application must be submitted, along with any supporting documentation and payment to purchase another user pays permit after the current permit expires.

For further information please visit www.darebin.vic.gov.au/parking

APPLICANT DETAILS

First Name:

Last Name:

Residential Address:

Suburb:

Postcode:

Postal Address (if different from above):

Suburb:

Postcode:

Contact phone number:

Email:

PERMIT ELIGIBILITY

In order to assess your eligibility for parking permits, please complete all of the questions below.

Is the property the primary residence of the applicant?

If you answered no to this question, no permits are available.

☐

Yes

☐

No

Do you hold a current annual Residential Parking Permit?

If you answered no to this question, please provide proof of residency below.

☐

Yes

☐

No

Please provide the date you require the permit/s to commence from.

Permits are valid for four (4) weeks from the date provided.

PROOF OF RESIDENCY

Two (2) different types of the following documentation **MUST** be shown as proof of residency. Please tick applicable options.
New residents must include a copy of their contract of sale or new lease with any proof of residency.

☐

Current Rates Notice

☐

Drivers Licence

☐

Current Lease

☐

Certificate of Vehicle Registration

☐

Rent Receipt

☐

Utility Bill (gas, electricity, water, phone, etc)

☐

Agents Letter

☐

Pension Card

☐

Other

PERMIT FEE

Residents are eligible to purchase a User Pays temporary parking permit at a cost of **\$150.00** for four weeks at a time.

PENSION DISCOUNT

A 50% discount is available for holders of the below concession cards. Please tick applicable card and provide details.
Centrelink Health Care Card holders are NOT eligible for concession.

☐ Pensioner Concession Card (Centrelink or Veterans' Affairs)

☐ Gold Card (Veteran's Affairs), War Widow (WW), Totally & Permanently Incapacitated (TPI)

Concession Card Number

CRN (Centrelink):

File number (DVA):

METHODS OF PAYMENT

IN PERSON	ONLINE	MAIL
To pay with cash, cheque, money order, credit card or EFTPOS present this completed form at a Customer Service Centre listed below: — 274 Gower Street, Preston — 32-38 Separation Street, Northcote — 23 Edwardes Street, Reservoir	To pay with Visa or MasterCard, email this completed form with supporting documentation to: mailbox@darebin.vic.gov.au You will be emailed an account to make the prescribed payment.	Mail your completed form with cheque or money order to: City of Darebin PO Box 91 Preston VIC 3072 <i>Please do not send cash in the mail.</i>

PRIVACY STATEMENT

Darebin City Council ("Council") collects, holds and manages personal information under the Privacy and Data Protection Act 2014 (Vic) ("PDP Act").

The personal information you provide on this application is being collected by the City Safety & Compliance Department for the purpose of assessing your eligibility for a permit issue under the City of Darebin Community Amenity Local Law 2025. We may also need to contact you from time to time for directly related purposes.

The Council enter personal details into Council's internal databases and systems such as the Customer Request Management and Records Management Systems, when processing the forms.

Instances where we may share this personal information include:

- When we are legally required to, for instance to the Police, Courts or Fines Victoria.
- To Council's agents, such as lawyers.
- With Council Staff, including our language aide staff an interpreter, for action on your lodged enquiry.

You are required to provide this information to apply for a permit under the City of Darebin General Local Law 2015. If you choose not to complete the form in full, Council will be unable to process your application.

You can access the Council's privacy policy by emailing privacy.officer@darebin.vic.gov.au or from our customer centre. For further information on privacy matters please call Council's Privacy Officer on 8470 8888 or email to privacy.officer@darebin.vic.gov.au.

If you would like to gain access to your personal information, you can contact Council's Freedom of Information officer on 8470 8888 or email to foi@darebin.vic.gov.au.

DECLARATION

I undertake to comply with the provided in the document titled *"Residential Parking Permit Conditions and General Information"* available at www.darebin.vic.gov.au or at the City of Darebin Customer Services Centres.

Signature

Name:Date:

OFFICE USE ONLY

☐ Proof of residence sighted

Total fee \$

Customer Service Officer:Receipt No:Date: