

APPLICATION FOR

Residential / Beach Parking Permit



WAVERLEY
COUNCIL

EMAIL: parkingadmin@waverley.nsw.gov.au

WEBSITE: <https://www.waverley.nsw.gov/parking>

PHONE: 9083 8000

ABN 12 502 583 608

REQUIRED DOCUMENTATION – REFER TO REVERSE PAGE FOR ACCEPTED FORMS OF PROOF OF ADDRESS

RESIDENT DETAILS *(Please PRINT clearly):*

Title	First Name	Surname	
Unit no.	Street No.	Street Name	
Suburb		Postcode	
Phone		Email	

PERMIT APPLIED FOR:

Residential:

- 12 Months
- 6 Months
- Short Term Visitor
- Annual Visitor
- Interim (30 days or 3 Months)

Beach:

- 12 Months (Resident/Ratepayer)
- 6 Months (Resident/Ratepayer)
- 12 Months (Non-Resident)
- 6 Months (Non-Resident)
- 3 Months (Non-Resident)

VEHICLE REGISTRATION *(Please provide copy of current Registration Paper):*

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VEHICLE/S REGISTRATION IN CAR SPACE/S *(Please provide copy of current Registration Paper)*

Car Space 1:

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Car Space 2:

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DECLARATION:

I declare that the above information is true and correct in every detail. I have read and understand the conditions of use. I accept the conditions of use under the Waverley Council Parking Permit Scheme. I understand that a permit may be revoked if any of the information declared on this form is incorrect or any condition of use is breached.

Applicant's signature: Date:

FOR STAFF USE ONLY:

Date:	Permit No.	Processed By:	Receipt No.
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APPLICATION DETAILS

A: PROOF OF RESIDENCE

- You **MUST** provide TWO of the following documents:
 - Rates Notice / Drivers License / Lease / Rental Bond Receipt / Letter from Real Estate on Letterhead / Utility Bill / Phone Bill / Bank Statement / Electoral Roll
- All documents must be in the name and the address of the applicant
- Current and valid documentation must be submitted each time you apply for a permit
- A new lease or letter from Real Estate on letterhead or proof of destroyed permit must be provided to cancel an existing permit at the property

B: PRIVATE VEHICLES APPLYING FOR PERMIT

- For Residential and Beach permit you **MUST** provide a current copy of the vehicle registration papers showing the name and address on the application form. The vehicle must be registered to the Waverley Council address unless applying for a ratepayer or non-resident Beach permit
- For Annual Visitor or Carers permit please provide the current vehicle registration papers which **MUST NOT** be in the name and address of the Waverley Council resident
- For Short Term Visitor Permit we only require the vehicle registration number

B: COMPANY OR LEASE-RENTAL VEHICLES APPLYING FOR PERMIT

- Company Vehicles: Provide a current copy of the vehicle registration papers **AND** –
 - Employee - a letter from the company on letterhead with an ABN stating that you have use of the vehicle and that it is parked at the Waverley Council address
 - Sole Director of the company - an ASIC Report disclosing that information (Directors cannot write their own letter)
- Rental / Lease Vehicles: Provide a current rental agreement from the company showing applicant name and Waverley Council address

C: CAR SPACES AT THE PROPERTY (*only applicable to residential permit applications*)

- You **MUST** provide a current copy of the vehicle registration papers for vehicles occupying the car spaces
- Private Vehicles **MUST** be registered to the Waverley Council address of the applicant
- Additionally, Company Vehicles **MUST** provide supporting documentation listed in Section B above
- All car spaces **MUST** be occupied with a vehicle
- Vehicles occupying car spaces are not entitled to individual residential permits

D: HOW TO APPLY

Submit the completed application form with all supporting documentation -

- **EMAIL:** parkingadmin@waverley.nsw.gov.au (a payment link will be emailed following approval)
- **IN PERSON:** Customer Service Centre, 55 Spring St, Bondi Junction, Monday to Friday - 9am to 5pm

PARKING PERMIT FEES

Current Parking Permit fees are located on the website at <https://www.waverley.nsw.gov.au/residents/parking/permits>

Discounts may apply for the following permits –

- **Beach Permit:** Pensioner / Seniors / Veterans / Youth Card holders
- **Residential 6/12 Months Permit:** Low Emissions Vehicle

Additional fees may apply for the following permits –

- 0.8% surcharge applies on the total value of the credit card payment
- Administration fee applies for the transfer to a new vehicle or reprint of a permit due to being damaged, stolen or lost, on return of the original permit or a police report or statutory declaration

CONDITIONS OF USE

Before applying for a Parking Permit we recommend reading the **Parking Permits – Conditions of Use** located on the Waverley Council website at <https://www.waverley.nsw.gov.au/residents/parking/permits> or at the Customer Service Centre, 55 Spring St Bondi Junction