

APPLICATION FOR SCHOOL EXCLUSION ZONES PERMIT



APPLICATIONS & ENCLOSURES BY EMAIL TO:
schoolexclusionzones@pkc.gov.uk

APPLICATIONS & ENCLOSURES BY POST TO:
The Environment Service, Perth & Kinross Council,
Pullar House, 35 Kinnoull Street, Perth, PH1 5GD

APPLICATIONS & ENCLOSURES IN PERSON TO:
Reception, The Environment Service, Perth & Kinross Council, Pullar House,
35 Kinnoull Street, Perth, PH1 5GD

Open Monday-Friday 8.45am-5.00pm

Delayed Office Opening for Employee Training
This office will be closed from 8.45am - 11.00am on the first Thursday of each month.

Your permit will be sent within seven working days of receipt.

For Office Use Only:	
Permit Number:	
Date of Issue:	
Form Number:	
Issued By:	

Part 1 – Please tell us what you wish to do:

- If you are **a)** applying for the first time, please complete parts 2, 4, 5 and 6
b) change a vehicle, please complete parts 3, 4, 5 and 6
c) change of address (with no changes to your vehicle, please complete all parts

Part 2 – Your details:

Title (Mr,Ms,Mrs,Miss,Other) First name

Surname

Address

Postcode

Home Tel No Mobile

Email

Council Tax/Business Rate Number

Part 3 – Changes to an existing permit

- a)** To change a vehicle, please give the registration number of your previous vehicle

Registration Number

Note: You will need to surrender the School Exclusion Zones Permit previously used for the registration number above.

- b)** To change your address, please give your old address below

Address

Postcode

Note: You will need to surrender the School Exclusion Zones Permit used for the above address.

Part 4 – Your vehicle:

Please complete details of the vehicle you wish to have listed on your School Exclusion Zones Permit below.

Registration Number

Make

Model

Colour

As the applicant, are you the registered keeper of the vehicle?

Note: You will be required to provide proof before a permit can be issued

Yes If no, please complete the registered keeper's name and address below

Title (Mr,Ms,Mrs,Miss,Other) First Name

Surname

Address

Postcode

Part 5 – Declarations

Please read and tick the relevant declaration below:

I declare that (i) I am solely or mainly resident at the address shown in Part 2 and that the motor vehicle described in Part 4 is kept and used by me, (ii) that all the information given in this application is correct. I further declare that I have read the guidance notes and understand that making a false statement to procure a permit is a serious criminal offence.

I understand that if during the lifetime of the permit, I cease to be solely or mainly resident at the address described above or that I cease to be the keeper and user of the vehicle described above, then I am required to return the permit and that it will be a criminal offence for me to fail to do so.

Declaration for first time application

I declare that all information in this application is true, and I understand that use of the permit implies acceptance of all conditions listed in the guidance notes. I understand that it is a criminal offence to make a false statement for the purpose of obtaining a permit and to allow misuse of the permit.

Declaration for change of details

Part 6 - Enclosures

I enclose as requested (tick all relevant boxes).

Proof of residency (see note 2)

Vehicle Registration Document (see note 3)

Letter from the insurance company (see note 3)

Other (please specify)

Data Protection Act 1998

The information provided by you will be used within Perth & Kinross Council to assess suitability for a residents permit to allow access to prohibited area. The information will not be disclosed to third parties.

In terms of the Data Protection Act 1998, you are entitled to know what information Perth & Kinross Council hold about you, on payment of a fee of £10. Applications should be made to The Director, The Environment Service, Perth & Kinross Council, Pullar House, 35 Kinnoull Street, Perth PH1 5GD.