



# Residents' Parking Permits – Crieff

## Terms and Conditions

1. The permit scheme provides for the issue of Residents' Parking Permits only to persons who have their usual home address within the Pay and Display Zone in Crieff, are registered as liable for Council Tax, reside in the property and keep a motor vehicle registered in their name with DVLA Swansea.
2. A permit is valid for **one vehicle per resident** and is specific to the vehicle notified at the time of issue.
3. A permit is valid for one year from the date of issue and the present cost is £120 per annum
4. An permit, entitles the holder's vehicle to be parked:
  - a. *within 100 meters of the registered address and;*
  - b. *within James Square Car Park*
5. A vehicle displaying a permit must be parked **within the limits of a marked pay & display bay and abide by the parking regulations at all times.**
6. If a vehicle displaying a permit is parked outwith the terms and conditions laid out in point 4 a & b, a pay and display ticket must be purchased.
7. Should a permit holder permanently change their vehicle, they must return the old permit together with the new vehicle registration document (V5) and a replacement permit will be issued free of charge.
8. Temporary permits may be issued if a permit holder has a courtesy vehicle, on submission of the permanent permit, which will be returned to the permit holder when the temporary is returned to Parking Services. Otherwise Pay and Display tickets should be purchased where appropriate.

## Pay and Display Zone

All roads situated on or within the Pay and Display Zone, and including properties on:

Church Street Comrie Road Comrie Street East High Street Galvelmore Street	High Street King Street Lodge Street West High Street
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# Explanatory Notes for the Completion of Residents' Permit Application Form

**Please read the following notes when completing your application form.**

1. Enter the name of the applicant for the permit (who must qualify under point 1 of the Terms and Conditions) and is the person named on the vehicle registration document. This document must be attached in all cases. It will be returned after verification.
2. Applicants Date of Birth
3. Applicants National Insurance Number
4. The address entered here must be:
  - a. *The applicant's usual home address; and*
  - b. *Within the Pay and Display Zone, Crieff.*
5. Acceptable Proof of Residency
  - a. *A current year Council Tax document*
  - b. *A solicitors letter confirming that the applicant has bought the property and when they take possession of the property; \*\* or*
  - c. *A signed Lease Agreement \*\**

**\*\* Only acceptable on first time purchase of property.**
6. Acceptable Proof of Vehicle Ownership
  - a. *The vehicle registration document (V5); or*
  - b. *In the case of a company car, the letter of authorisation. Please note the authorisation letter must be on the companies headed paper; or*
  - c. *A current signed vehicle Lease Agreement.*
7. The Types of Vehicle Permitted to Park
  - a. *Private vehicle*
  - b. *Passenger vehicles up to 12 seats;*
  - c. *Motorcycle combinations (not solo motorcycles);*
  - d. *Small goods vehicles with a maximum gross vehicle weight of 3.5 tonnes.*

***Please note that the entire vehicle must fit within the markings of a pay and display bay. Trailers and caravans are forbidden.***

The form should be sent together with the vehicle registration document (v5), proof of residence and the appropriate fee to:

Property, Performance & resources Business Support  
The Environment Service, Perth & Kinross Council, Pullar House 35 Kinnoull Street PERTH. PH1 5GD  
Tel 01738 477211 • Email [parkingservices@pkc.gov.uk](mailto:parkingservices@pkc.gov.uk)

Cheques should be made payable to 'Perth & Kinross Council'. All original documents will be returned by recorded delivery.

A refund system is in place for any period remaining. Please note an administration charge of £20 will be levied against any refund due. For refund requests please contact Parking Services on 01738 477211 or at [parkingservices@pkc.gov.uk](mailto:parkingservices@pkc.gov.uk)

Please contact the above address for further information or guidance.

If you or someone you know would like a copy of this document in another language or format, (on occasion only a summary of the document will be provided in translation), this can be arranged by contacting  
Customer Service Centre on 01738 475000.

ان تحت لٹ او ای شخص تعرفہ نسخہ من هذه الوثيقة بلغة أخرى أو تصميم آخر فيمكن الحصول عليها (أو على نسخة معدلة لمخصص هذه الوثيقة مترجمة بلغة أخرى) بالاتصال ب:  
الاسم: Customer Service Centre  
رقم هاتف للاتصال المباشر: 01738 475000

اگر آپ کو یا آپ کے کسی جاننے والے کو اس دستاویز کی نقل دوسری زبان یا فارمیٹ (بعض دفعہ اس دستاویز کے خلاصہ کا ترجمہ فراہم کیا جائے گا) میں درکار ہے تو اس کا بندوبست سروس ڈیولپمنٹ Customer Service Centre سے فون نمبر 01738 475000 پر رابطہ کر کے کیا جاسکتا ہے۔

如果你或你的朋友希望得到這文件的其他語言版本或形式 (某些時候，這些文件只會是概要式的翻譯)，請聯絡  
Customer Service Centre 01738 475000  
來替您安排。

Jeżeli chciałbyś lub ktoś chciałby uzyskać kopię owego dokumentu w innym języku niż język angielski lub w innym formacie (istnieje możliwość uzyskania streszczenia owego dokumentu w innym języku niż język angielski), Proszę kontaktować się z  
Customer Service Centre 01738 475000

P ejete-li si Vy, anebo n kdo, koho znáte, kopii této listiny v jiném jazyce anebo jiném formátu (v n kterých p ípadech bude p eložen pouze stru ný obsah listiny)  
Kontaktujte prosím Customer Service Centre 01738 475000 na vy ízení této požadavky.

Если вам или кому либо кого вы знаете необходима копия этого документа на другом языке или в другом формате, вы можете запросить сокращенную копию документа обратившись  
Customer Service Centre 01738 475000

Ma tha thu fhèin neo duine a dh'athnìcheas tu ag iarraidh leth-bhreacadan phàipear seo ann an cànan eile neo ann an cruth eile, (aig amannan cha bhith ach gearr-chunntas a-mhàin ri fhaighinn air eadar-theangachadh) faodar seo fhaighinn le bhith a' cur fios gu:  
Customer Service Centre 01738 475000

## Data Protection Act 1998

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

Applicants should be aware that all documents relating to their application will be dealt with in line with the Data Protection Act 1998. The authority is under a duty to protect the public funds it administers and information provided is deemed, under the Data Protection Act, to be “personal data” and will only be disclosed to third parties as necessary for the operation and administration of the Crieff Residents Parking Permit Scheme, and to other Government Departments or agencies to validate proof of entitlement or as otherwise required by law.

For more details on Data Protection see [www.pkc.gov.uk/dataprotection](http://www.pkc.gov.uk/dataprotection) or contact Donald Henderson on 01738 477930.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.  
[www.pkc.gov.uk](http://www.pkc.gov.uk) (PKC Design Team - 2014299)



# Application for Residents' Parking Permit - Crieff

**Before completing this form the applicant should read the accompanying notes. Each question is mandatory.**

1. Name of Applicant	<input type="text"/>
2. Date of Birth	<input type="text"/>
3. National Insurance Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
4. Residential Address	<input type="text"/> <input type="text"/> <input type="text"/> Postcode <input type="text"/>
5. Home Telephone Number	<input type="text"/>
Daytime Telephone Number	<input type="text"/>
6. Email Address	<input type="text"/>
7. Registration Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
8. Zone (please tick one)	Inner Zone <input type="checkbox"/> Outer Zone <input type="checkbox"/>
9. Designated Car Park (where applicable)	<input type="text"/>

## Declaration

*I declare that I am the registered owner/keeper of the vehicle for which the permit is required and my usual residence is that above. I apply for a Residents' Parking Permit and agree to abide by the conditions as stated in the Explanatory Notes for Applicants under the current Perth & Kinross Council (Crieff Traffic Management) Order 2015.*

Signature

Date

## For Official Use Only

Permit Serial Number	<input type="text"/>	VQ5 Verified by	<input type="text"/>
Approved by	<input type="text"/>	Council Tax Verified by	<input type="text"/>
Date Fee Paid	<input type="text"/>	Lease Verified by	<input type="text"/>
Expiry Date	<input type="text"/>	Temporary Permit Issued?	Yes <input type="checkbox"/> No <input type="checkbox"/>