



ECONOMY NEIGHBOURHOOD AND ENVIRONMENT

Roads Transport and Fleet

Burns House, Burns Statue Square, Ayr, KA7 1UT

AYR TOWN CENTRE PERMIT APPLICATION FORM

PLEASE COMPLETE FORM IN BLOCK CAPITALS USING INK. PLEASE READ OVER THE ATTACHED GUIDANCE NOTES BEFORE COMPLETING THE FORM.

Details of Applicant (refer to Note 1)

Title:	Address:
Surname:	
First Name:	Postcode:
Email Address: *(renewal reminder will be sent by email)*	Tel No:

Type of Permit required (refer to Note 2)

- Residents Parking Permit complete parts A & D of this form
- Loading Permit complete parts B & D of this form
- Access Permit complete parts C & D of this form

PART A – RESIDENTS PARKING (refer to Note 3)

Type A New Application/ Renewal /Replace Existing/ Alter Details on Existing (circle as appropriate)

Type B New Application/ Renewal /Replace Existing/ Alter Details on Existing (circle as appropriate)

Please give reason if applying for replacement permit, i.e. faded, lost etc.

Please give details of previous address/previous vehicle details if applying to alter details on existing permit:

Current Vehicle Details – Type A Permits only

Make: _____ Model: _____ Vehicle Registration: _____

Are you the registered keeper of the vehicle?

If no, please indicate in the space below who the registered keeper of the vehicle is, and give the reason why you wish your permit to be made valid for the above vehicle:

SUB-ZONES

(TYPE A PERMITS ONLY refer to Note 3 – Sub-zones)

If you live close to the boundary between two Sub-Zones you may request a permit for a Sub-Zone other than the one in which you live, however please note that such requests are only granted in exceptional circumstances.

I would prefer my permit to be valid in Sub-Zone: _____

Please details reasons for this request: _____

If you are a GP or surgery nurse from an NHS Surgery within the Town Centre Parking Zone your permit will be valid in all three Sub-zones. In such cases, please mark "All" above where preferred Sub-zone is indicated.

Go to part D

PART B – LOADING PERMITS (refer to Note 4)

N.B. All loading permits are subject to restrictions on when and where they can be used, they do not permit parking in the streets in which they are valid.

Type A (Carrick Street, Hope Street and Newmarket Street)

Type B (High Street, Kirkport, Nile Court and Old Bridge Street)

Registration Number of Vehicle.....

Go to part D

PART C – ACCESS PERMITS (refer to Note 5)

Type A (24hr access to off-road parking area)

Type B (overnight access for High Street parking)

Registration Number of Vehicle.....

Go to part D

PART D – DECLARATION

Please note that Permits will not be issued to persons in debt to the Council. This authority is under the duty to protect the public funds it administers and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering Public funds for these purposes. On application of the permit and by signing the declaration below for your Parking Permit you are also giving Council permission to check your records for any outstanding debts in relation to Council Tax or Fixed Penalty Notices.

I declare that I have checked the details I have given and to the best of my knowledge they are correct. I have read the conditions of use of the permit for which I have applied and agree to abide by them. I understand that any abuse of the permit may lead to it being withdrawn.

Signature: _____ Date: _____

FOR OFFICE USE ONLY

RESIDENTS TYPE A

Original documents must be provided for all applications including changes to existing permits.

- Copy of V5 document.
- Or copy of insurance if being issued for a quarter due to vehicle being recently purchased.
- Confirmation of Address
Either Council Tax Account Number:
..... Or
Details of other documents supplied (x2):
.....

Letter from Company (if required)
 • note Council Tax Account Number above or check and detail above 2 x proof of address if not liable on Council Tax.

Letter from Surgery (if required)
 • retain the letter with application form.
 • Copy V5

Fee £50 £16 £5

Evidence Checked By:

Date:.....

Permit Reference Number:

Issue Date:.....

Expiry Date:.....

Payment Type:.....

Other .

ACCESS PERMIT

Type A – Residential with off road parking areas

- Confirmation of Address
Either Council Tax Account Number:
..... Or

Details of other document supplied (x2):
.....

- Copy of V5 or copy of insurance if being issued for a quarter due to vehicle being recently purchased.
- Confirmation of off road parking area.

Type A – Business with off road parking

- Confirmation of Business address
- Copy of V5 or copy of insurance if being issued for a quarter due to vehicle being recently purchased.
- Confirmation of off road parking area.

Type B – Residents without off road

- Confirmation of Address
Either Council Tax Account Number:
..... Or

Details of other document supplied (x2):
.....

- Copy of V5 or copy of insurance if being issued for a quarter due to vehicle being recently purchased.

For Riverview Flats:

- Confirmation of Address
Either Council Tax Account Number:
..... Or

Details of other document supplied x2 :
.....

Evidence Checked By:

Permit Reference Number:

Issue Date:.....

RESIDENTS TYPE B and C

Original documents must be provided for all applications including changes to existing permits.

- Confirmation of Address
Either Council Tax Account Number:
.....
- Or
Details of other document supplied (x2):
.....

Fee 50p 10p

Evidence Checked By:

Permit Reference Number:

Issue Date:.....

Expiry Date :.....

LOADING PERMIT

- For Business Premises (keep copy of V5 or insurance if being issued for a quarter due to vehicle being recently purchased)
Confirmation of Business address
Confirmation of Registration

- For Residential (keep copy of V5 or insurance if being issued for a quarter due to vehicle being recently purchased)
Confirmation of Address
Either Council Tax Account Number:
..... Or

Details of other document supplied x2 :
.....

Evidence Checked By:

Permit Reference Number:

Issue Date:.....

Expiry Date:.....