 Customer Care Centre, Bailey’s New Street, Waterford 0818 10 20 20

contact@waterfordcouncil.ie

**APPLICATION FORM FOR A STUDENT’S PARKING PERMIT**

**I wish to apply for a Student’s Parking Permit, and declare that the following information is accurate and correct to the best of my knowledge and belief. I further declare that this address is my principal place of residence and I am currently residing at this address. I also confirm I have no outstanding traffic fines on this vehicle.**

**Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Only fully completed forms, accompanied by ALL of the required documents, will be accepted**

1. Copy of current RENTAL/LEASE Agreement, including Tenancy End Date **OR**, if you are a home owner, PROOF OF OWNERSHIP of the property for first time applicants or Local Property Tax correspondence for current year.
2. Copy of VEHICLE REGISTRATION CERTIFICATE / LOG BOOK in applicants or parents name (home address is sufficient).
3. If the vehicle is registered in the applicant’s parents name a copy of the current INSURANCE CERTIFICATE showing the Students as a named driver must also be submitted (this can be at the home address also).
4. Copy of current STUDENT CARD or LETTER FROM COLLEGE confirming you are a registered student for the current academic year.

**Please note that the fee for a replacement permit, if lost, is €50**

**First Application €15 Annual Renewal €15 Change of Address €5**

**Change of Vehicle €5 Owner Occupier 2 Year Renewal €30**

**Long Term Tenant 2 Year Renewal €30 NOTE these are administration fees**

**Change of address/vehicle: permit which is being re-issued must be returned at application stage**

**Applicant Details: PLEASE USE BLOCK CAPITALS**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parking Street 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parking Street 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vehicle Registration: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Vehicle Make and Model: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Previous Permit No. if Applicable: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Residence Type: (tick appropriate one)**

**Owner-Occupier**  P**erson owns and occupies the property and it is his/her normal place of residence**
**Tenant**  **Expiry Date of Rental Agreement \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**\_
**Other**  E**xample: person living with parents, staying with a friend or who does not rent or own the property**

For Official Use Only

Date: \_\_\_\_\_\_\_\_\_\_ Permit No: \_\_\_\_\_\_\_\_\_