

# Whistler St Carpark, Manly & PCYC Carpark, Dee Why Bicycle Parking Stations - Access Application 2025/2026



If you need help lodging your form, contact us			
Email	parkingoperations@northernbeaches.nsw.gov.au		
Phone	1300 434 434		
Customer Service Centres	<b>Manly</b> Town Hall, 1 Belgrave Street, Manly NSW 2095	<b>Dee Why</b> Civic Centre, 725 Pittwater Road, Dee Why NSW 2099	<b>Mona Vale</b> 1 Park Street, Mona Vale NSW 2103

Office use only	
Form ID	4101
TRIM Ref.	2021/471078
Last updated	June 2025
Business unit	Transport and Civil Infrastructure
Application no.	

Privacy Protection Notice	
Purpose of collection	For Council to provide services to the community
Intended recipients	Northern Beaches Council staff
Supply	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction	Please contact Customer Service on 1300 434 434 to access or correct your personal information

## Part 1: Applicant details

Title	<input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Ms    Other:		
First name			
Last name			
Company name <i>(attached business card if relevant)</i>			
Address			Postcode
Phone		Mobile	
Email			

## Part 2: Fees & Identification

The new access card fee is \$76.00 (regardless of when the application is made). Thereafter, you will be charged the annual fee \$76.00 (subject to change per Council's fees and charges) by direct debit at the start of each financial year. Please complete form 4104 - Pre-Paid Parking Direct Debit Request and submit this with your application.		
What form of Identification are you providing? - Tick ONE box		
<input type="radio"/> Driver licence or Photo ID card with address	<input type="radio"/> Passport	<input type="radio"/> Birth certificate

## Part 3: Northern Beaches Council Bicycle Parking Station - Terms and Conditions

Terms and Conditions
<ol style="list-style-type: none"> <li>1. Usage of the Bike Parking Station is subject to these terms and conditions.</li> <li>2. The bicycle parking station is intended to provide short-term bicycle parking to encourage active transport and reduce the number of vehicles on the road. It is not intended to be a long-term storage facility.</li> <li>3. The lodgement of an application form for the use of the Station does not guarantee receipt of an access card. Access cards are issued subject to availability.             <ol style="list-style-type: none"> <li>a. Successful applicants will receive an access card within one (1) week of receipt of the application.</li> <li>b. Unsuccessful applicants will be notified.</li> <li>c. One (1) Northern Beaches Bicycle Parking Station permit sticker issued per approved application and must be affixed to the bicycle.</li> </ol> </li> <li>4. You understand that the pass will automatically renew and be paid by direct debit at the start of every financial year. Requests to cancel must be given in writing at least five (5) working days prior to the end of the financial year if you do not wish to renew. No refunds will be given under any circumstances (including fee increases).</li> <li>5. Availability of bicycle parking in the Station is not guaranteed and is provided on a first come first served basis.</li> <li>6. The Station may only be used for parking and retrieving your bicycle (one bicycle per access card), a helmet and other related equipment. Bicycles must be parked within the provided bicycle racks. Storage of any other items including dangerous items such as petrol is strictly prohibited.</li> <li>7. Access to the Whistler St Station will be available 24 hours a day, 7 days a week. PCYC Bicycle parking station will be available 5.30am to midnight Monday to Saturday and 6.30am to midnight on Sunday.</li> <li>8. Bicycles without a valid Northern Beaches Parking Station permit affixed to the bicycle will be removed from the station. If items are not collected after one (1) month, Council will dispose of the items. Council will not be liable for the items or their value, or their value, including damage or disposal of locks.</li> <li>9. Council has the right to access the Station for inspection, maintenance and other purposes as required by Council.</li> <li>10. Council must provide at least 14 days' notice prior to any maintenance which it intends to carry out by placing a sign of the entrance of the Station which clearly states the date by which articles or items must be removed and the period which the Station will be closed for maintenance and cleaning. Card holders must remove all items and articles from the Station so that Council can carry out maintenance and cleaning, Council has the right to impound any articles or items left in the Station after the date stated on the notice.</li> <li>11. Anyone with an access card may access the Station. To prevent theft, Council strongly recommends that users secure their bicycles to the provided bicycle racks with a lock, chain or other suitable theft deterrent device.</li> <li>12. Council is not liable for any loss or damage caused to any items stored in the Station. If your bicycle and/or related equipment is damaged or stolen, you must inform Council as soon as possible to assist with any investigation or court action.</li> <li>13. Council will replace permits in special circumstances. Sometimes this will incur a fee. If your permit is damaged or faulty, return it to us and we will replace it for free, even if it is in pieces. If you are selling your bicycle or using a new bicycle, peel the permit off (it may not come off cleanly) and we will replace it for free when presented to us (even in pieces). If you have sold or disposed of your bicycle without removing the permit, we will replace your permit for a \$34 replacement fee. Please bring identification in any circumstance where a replacement is needed so we may identify your account.</li> <li>14. If you would like a second permit for use on an alternate bicycle, this can be supplied upon payment of \$34 fee. The bicycle parking station is patrolled regularly, only one bicycle may be parked in the station at any time.</li> <li>15. If you no longer need to use the Station, you must:             <ol style="list-style-type: none"> <li>a. Remove all items belonging to you from the Station; and</li> <li>b. Return your access card to Council for cancellation.</li> </ol> </li> <li>16. Any items that have not been removed from the Station 14 days after your access card has been returned to Council for cancellation will be disposed of by Council. Council will not be liable for the items or their value.</li> <li>17. Access may be deactivated and cancelled without notice if you have not used the Station within a period of two consecutive months. If you fail to comply with any of these terms and conditions, Council may cancel and deactivate your access card immediately without notice.</li> <li>18. If Council cancels your access card, any items belonging to you may be removed from the Station for your collection at Council. If the items are not collected after one (1) month, Council will dispose of the items. Council will not be liable for the items or their value.</li> <li>19. Council reserves the right to amend these terms and conditions and fees at any time without notice. Fees are subject to an annual increase, please check Council's website prior to 1 July.</li> <li>20. Council reserves the right to cancel any access card at any time for any reason by giving you two (2) weeks' notice.</li> <li>21. You agree to use the Station solely at your own risk and responsibility. Council and its members, officers, employees and representatives (collectively "Council") will not be liable for any loss or damage of any kind to any items connected with your use of the Station. You agree to waive, release and indemnify Council from and against any claims and actions which you or any other person may have against Council in connection with your use of the Station.</li> <li>22. You understand that permitted use is only for the Stations located at Whistler Street Carpark, Manly and PCYC Carpark, Dee Why.</li> <li>23. You have read and understand these terms and conditions and agree to comply with and be bound by them.</li> </ol>

## Part 4: Declaration

Declaration and signature			
I hereby declare that the information in this application is true and correct and that I/we will abide by the terms and conditions to the issue of this card.			
Signature		Date	

## Part 5: Office use only

Card number		Collected by	
Signature		Date	
Officer name			