



If you need help lodging your form, contact us	
Email	council@northernbeaches.nsw.gov.au
Phone	1300 434 434
Manly Customer Service Centre	Manly Town Hall, 1 Belgrave Street Manly NSW 2095

Office use only	
Form ID	3042
TRIM Ref	
Last Updated	Dec 2021
Business Unit	Customer Service
Permit No.	
Receipt 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

Multi-use parking permit: Owner occupiers, tenants and eligible second place of residence property owners	
Eligibility	
To be eligible to apply for a multi-use parking permit, the applicant must:	
<ul style="list-style-type: none"> • Live permanently at an address within an existing Manly parking permit scheme area. • Provide documentation to the satisfaction of Council to support a second place of residence application. 	
Please ensure that you have read and understand the Manly Parking Permit Scheme Framework .	
Documentation required:	Tick
All applicants must provide:	
<ul style="list-style-type: none"> • Three (3) pieces of accepted documentation in the applicant's name at the property address, as detailed over the page or in the Manly Parking Permit Scheme Framework. 	
Important multi-use parking permit information	
<p>The multi-use parking permit scheme is being introduced on a 12 month trial period. During the trial period Council will monitor the impacts of parking within all 10 existing Manly parking permit scheme areas and at the end of the period will determine whether the scheme will continue. It is not a requirement to provide a driver licence, a NSW photo card or vehicle registration papers when applying for a multi-use parking permit. Multi-use parking permits have been introduced to provide parking for visitors, tradespeople and carers of a rateable residential property. One (1) multi-use parking permit will be issued to each eligible residential property.</p> <p>If the multi-use parking permit is lost or stolen, or if the vehicle is stolen a replacement multi-use parking permit may only be issued on presentation of a valid Police report.</p> <p>If the applicant moves to a new residential dwelling within one of the existing Manly parking permit scheme areas, the existing multi-use parking permit must be presented to Council before a new multi-use parking permit can be issued for their new parking permit scheme area.</p> <p>If the multi-use parking permit scheme is to continue following the trial period, then the expired multi-use parking permit must be presented to Council at the time of renewal before a new multi-use parking permit will be issued.</p>	

Accepted documentation:						
	Utility or phone bill*	Building insurance	Contents insurance	Bank statement	Official government documents	Lease agreement
Owner occupiers	✓	✓	✓	✓	✓	n/a
Tenants	✓	n/a	✓	✓	✓	✓
Boarding House residents	✓	n/a	✓	✓	✓	✓

*Sydney Water bills are not accepted for this purpose.

Important information
<p>The vehicle must not exceed 4.5 tonnes gross vehicle mass or greater than 7.5m in length.</p> <p>The following property types are not eligible for a Manly multi-use parking permit:</p> <ul style="list-style-type: none"> • A household occupying a dwelling which was approved with the condition that no parking permits be issued. • A household that has a second dwelling that has not been subdivided on a lot or for which parking permits are already issued. • A dwelling not approved for residential use. • Business rated properties. <p>Certain properties may not be eligible for a Manly multi-use parking permit as part of their development consent. Please check online to determine eligibility prior to submitting your application.</p> <p>Statutory Declarations are:</p> <ul style="list-style-type: none"> • Not an acceptable form of documentation to prove residency within a scheme area. • Not accepted to report lost or stolen multi-use parking permits. <p>This requirement is to minimise the risk of fraud.</p>

Part 1: Applicant Details

Title	Mr	Mrs	Ms	Other:					
First Name				Last Name					
Address					Postcode				
Address <i>Address of second place of residence</i>					Postcode				
Please indicate number of current off-street parking spaces at this property <i>(Off street parking includes car spaces/carport/garage that could house a vehicle regardless of whether it is currently used for this purpose)</i>					Car spaces				
					0	1	2	3	4+
Phone				Alternate					
Mobile				Fax					
Email									
Signature				Date					

Part 2: Vehicle information and fees & charges

Parking permit and postage fees	Registration number	Cost
First permit issue to property (residential or multi-use)		Free
Second permit issue to property (residential or multi-use)		\$42
Third permit issue to property (residential or multi-use)		\$110
Permit holder		\$5.00
Replacement multi-use parking permit (refer to Manly Parking Permit Scheme Framework)		Free
Standard Post - Please confirm you have a secure letter box as we do not take responsibility for lost or stolen items		Free
Registered Post - Tracking number will be provided		\$11
Collect from Manly Town Hall		Free
Total		

Please Note:

- Multi-use parking permits will have the parking scheme area and applicants street name printed on the permit.
- The expired multi-use parking permit must be presented to Council at the annual renewal before a new multi-use parking permit will be issued.
- If the applicant moves to a different residential dwelling within one of the existing Manly parking permit scheme areas, the existing multi-use parking permit must be presented to Council before a new multi-use parking permit can be issued.
- Multi-use parking permits must be displayed in the holder on the front passenger side window of the vehicle. Permit holders are available to purchase from Council.
- All parking permit users must take responsibility to ensure the parking permit is valid and used in accordance with the terms and conditions.

Part 3: Permit scheme area

Scheme area	Permit valid	Permit expiry
Little Manly	1 October - 30 September	30 September
Balgowlah	1 October - 30 September	30 September
Ocean Beach	1 November - 30 October	30 October
Ethel Street West	1 November - 30 October	30 October
Isthmus	1 December - 30 November	30 November
Fairy Bower	1 December - 30 November	30 November
Tower Hill	1 March - 28 February*	28 February*
Tower Hill Extension	1 March - 28 February*	28 February*
Ivanhoe Park	1 April - 31 March	31 March
Ivanhoe Park Extension	1 April - 31 March	31 March
*Permit expiry 29 February on leap year		
You will only be issued a parking permit for your permit scheme area		

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ACCORDING TO PROCEDURES**

Credit Card Details			
Please charge my	<input type="radio"/> Mastercard	<input type="radio"/> Visa	<input type="radio"/> American Express
Amount	\$		

Name as appears on card															
Card Number															
Expiry Date															

Signature															
Daytime Phone Number															
Date															

Please note: Payment card surcharge of 0.5% applies

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