



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

Office use only	
<b>Form ID</b>	3042
<b>TRIM Ref</b>	
<b>Last Updated</b>	Sep 2021
<b>Business Unit</b>	Customer Service
<b>Permit No.</b>	
<b>Receipt No.</b>	

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

<b>Multi-use parking permit: Owner occupiers, tenants and eligible second place of residence property owners</b>	
<b>Eligibility</b>	
To be eligible to apply for a multi-use parking permit, the applicant must:	
<ul style="list-style-type: none"> <li>• Live permanently at an address within an existing Manly parking permit scheme area.</li> <li>• Provide documentation to the satisfaction of Council to support a second place of residence application.</li> </ul>	
Please ensure that you have read and understand the <b>Manly Parking Permit Scheme Framework</b> .	
<b>Documentation required:</b>	<b>Tick</b>
All applicants must provide:	
<ul style="list-style-type: none"> <li>• Three (3) pieces of accepted documentation in the applicant's name at the property address, as detailed over the page or in the <b>Manly Parking Permit Scheme Framework</b>.</li> </ul>	
<b>Important multi-use parking permit information</b>	
<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"> <li>A household occupying a dwelling which was approved with the condition that no parking permits be issued.</li> <li>A household that has a second dwelling that has not been subdivided on a lot or for which parking permits are already issued.</li> <li>A dwelling not approved for residential use.</li> <li>Business rated properties.</li> </ul> <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"> <li>Not an acceptable form of documentation to prove residency within a scheme area.</li> <li>Not accepted to report lost or stolen multi-use parking permits.</li> </ul> <p>This requirement is to minimise the risk of fraud.</p>

## Part 1: Applicant Details

<b>Title</b>	<b>Mr</b>	<b>Mrs</b>	<b>Ms</b>	<b>Other:</b>					
<b>First Name</b>				<b>Last Name</b>					
<b>Address</b>					<b>Postcode</b>				
<b>Address</b> <i>Address of second place of residence</i>					<b>Postcode</b>				
<b>Please indicate number of current off-street parking spaces at this property</b> <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>					<b>Car spaces</b>				
					0	1	2	3	4+
<b>Phone</b>				<b>Alternate</b>					
<b>Mobile</b>				<b>Fax</b>					
<b>Email</b>									
<b>Signature</b>				<b>Date</b>					

## 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		No charge
Registered Post - Tracking number will be provided		\$11
<b>Total</b>		

### 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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