northern beaches council

Pre-paid Parking Permit
Manly Parking Stations 20/21

If you need help lodging your form, contact us		
Email	parkingoperations@northernbeaches.nsw.gov.au	
Phone	1300 434 434	
Customer Service Centres	**Manly** Town Hall, 1 Belgrave Street Manly NSW 2095	**Dee Why** Civic Centre, 725 Pittwater Road Dee Why NSW 2099
	Mona Vale 1 Park Street Mona Vale NSW 2103	**Avalon** 59A Old Barrenjoey Road Avalon Beach NSW 2107

Office use only	
Form ID	4089
TRIM Ref	C002307
Last Updated	Jun 2021
Business Unit	Transport and Civil Infrastructure

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: Contact Details

Title	◯ **Mr** ◯ **Mrs** ◯ **Ms** ◯ **Other:**		
Account Name			
Business Name			
User Name (If different from above)			
Address			
		Postcode	
Phone		**Mobile**	
Email			
Car Registration Plate Number			
Car Make/Colour			

Please note: If the application is made by a Company/Business, the Company/Business name should be provided and the form signed by a duly authorised Manager of the Company/Business.

Part 2: Type of Permit

The fees will change on 1 July, please check these fees prior to then. Cancellation must be made in writing.

Type	Parking Fee (inclusive of GST)	Select One	
Seven (7) days p/week Monday - Sunday	**$378**	**Per month**	◯
	$4,530	**Per annum**	◯
Five (5) days p/week Monday - Friday	**$236**	**Per month**	◯
	$2,831	**Per annum**	◯

Part 2: Type of Permit

Type	Parking Fee (inclusive of GST)	Select One	
Four (4) days p/week * Monday - Friday	$189	Per month	◯
	$2,265	Per annum	◯
Three (3) days p/week * Monday - Friday	$142	Per month	◯
	$1,699	Per annum	◯
Two (2) days p/week * Monday - Friday	$95	Per month	◯
	$1,133	Per annum	◯
Note: Monthly or Annual - 1st July to 30th June			
Whistler St Carpark ◯			

* Days to be specified for the permit to be active (Monday to Friday ONLY)									
Mon	◯	Tues	◯	Wed	◯	Thu	◯	Fri	◯

Part 3: Conditions - Manly Parking Stations

Pre-Paid Parking Conditions

Council is unable to guarantee a parking space however, on the rare occasion the car park is full, please wait for a space to become available.

1. Once an application is received and approved, Council will direct debit the agreed amounts (monthly or annually) until a cancellation notice is received by Northern Beaches Council in writing (5 business days notice must be given).
2. Permit holders must abide by the conditions of entry displayed at the Car Park entrance.
3. Permits may only be used for the nominated vehicle. Car Park access will be allocated based on availability.
4. Permits must only be used on the nominated agreed days per week.
5. Permits are not transferable or adjustments made for non-use due to holidays, sick leave or any other such period.
6. No refunds or credits will be given if a valid pass is not produced upon entry or exit and casual fees were paid.
7. All pre-paid parking accounts are issued monthly or annually and must be paid for in advance. Any new applications not at the start of the month or year, will be charged for the rest of that time period and the next installment by way of invoice and direct debit thereafter.
8. In the event the direct debit is unsuccesful and payment is not made within 5 business days, the permit will be cancelled.
9. No refunds or credits will be given under any circumstances (including fee increases)
10. Permit holders shall be required to pay a fee of $52.00 (Inc GST) for the issuing of replacement permits in the event of the original being damaged, destroyed or lost.
11. Pre-paid parking permits are for a 3 month minimum term. If cancellation is made prior to the completion of the first three months of parking, the full 3 month fee is payable. After cancellation, account holders can reapply after at least one month of the cancellation date.
12. These conditions & fees may change without notice. Fees are subject to an annual increase, please check Council's website prior to 1 July.
13. Accounts can be suspended for a minimum of two weeks. Total time an account can be suspended in one year is size weeks before they must cancel.

Part 4: Declaration

I hereby declare that the information contained in this application is true and correct and that I/we will abide by the terms and conditions relating to the issue of this permit.

Full Name			
Signed		**Date**	
If Company or Business, provide Title of Signatory.			

Parking Operations Team Only			
Card Number			
Collected by			
Signature		**Date**	
Carpark Attendant			

Please complete Council's Pre-paid Parking Direct Debit Request form and submit with this application form at one of Council's Customer Service Centres or alternatively to parkingoperations@northernbeaches.nsw.gov.au.
The Pre-paid Parking Direct Debit Request form can be found on Council's website at northernbeaches.nsw.gov.au.