



LOST PERMIT APPLICATION FORM

ADMINISTRATION CHARGE FOR PERMIT DUPLICATION: £10.00

Please complete this form if you wish to apply for a duplicate permit as a result of loss or theft. Please ensure that the information is correct and in block capitals (where applicable). **Please note that the original applicant for the lost or stolen permit must complete this application. In the case of a permit issued to a company or other organisation, the application may be completed by a suitably authorised member of their personnel. We may not issue any duplicate permit to anyone other than the original permit applicant, unless with their written consent.**

Permit Number:	
Expiry Date of Permit:	
Type of Permit: (e.g. Resident/Visitor)	
Your Name:	
Company/Organisation/ Guesthouse (if applicable)	
Your Address:	

Please Give Details Of Loss Or Theft:

If stolen please supply the incident number and address of the police station, where reported.

Crime Reference Number:		Police Station	
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Declaration: I understand that the permit mentioned above has now been rendered invalid, and must be returned to Parking Services at Winchester City Council immediately it is found. I understand that unauthorised use would be a criminal offence. This statement is true to the best of my knowledge and belief, and I make it knowing that if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true.

This authority is under a duty to protect the public funds it administers and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information visit www.winchester.gov.uk

Signed _____

Dated _____

The Parking Services counter is at Winchester City Council, City Offices, Colebrook Street, Winchester. Opening times are 9.00am to 4.00pm, Monday to Friday.

Or send to Parking Services, Winchester City Council, Colebrook Street, Winchester, SO23 9LJ



(01962) 848 346



(01962) 865 387

For Office Use Only

Duplicate Permit Number: _____ Issue Date: _____

POF- 091004

Customer Number: _____ Zone(s): _____

Issued By: _____ Amount Paid: £ _____

T.R. No.