



**Inner Area Residents
Car Park Season Ticket Application**

e-mail seasons@winchester.gov.uk
website www.winchester.gov.uk

AN ONLINE APPLICATION PROCESS FOR THIS PRODUCT IS AVAILABLE AT:

<http://www.winchester.gov.uk/parking/residents-parking/inner-area-residents-car-park-season-ticket>

If you are a resident of a qualifying property for an On-Street Residents parking permit that is situated within one of the Inner Zones (Zones B, C, M, N, P, Q, R, S), you may apply for a season ticket to park within the car parks as stated within the table below. **Space is not guaranteed in any car park.**

This season ticket is **not** available to residents who do not qualify for on-street permits, or residents whose property is situated within any of the Outer Zones.

The Inner Area Resident Season Ticket is specific to the resident's own vehicle. It displays the vehicle registration mark and can only be used for parking this vehicle.

Available to residents of eligible properties situated within zones:	B, C, M, N, P, Q, R, S
Season Ticket allows parking within the following car parks:	Cattle Market, Chesil Street Multi Storey, Crowder Terrace, The Lido, Worthy Lane and the Barfield Close area marked "Season Ticket Group E" only.
Annual cost £	£240.00

*****Price is inclusive of V.A.T.***** - V.A.T. No. 189 4084 24

Documents Required with application:

Proof of Residency – (all applications)

For any Inner Area Resident Season Ticket application or renewal application, please supply one document as Proof of Residency.

Acceptable documents include:

- ❖ Council Tax demand (*Most recent*)
- ❖ Household utility bill – Water / Gas / Electric Bill (*issued within the last 3 months*)
- ❖ Signed Formal Tenancy Agreement
- ❖ A letter from an instructed Solicitor or licenced conveyancer confirming completion of house purchase (if applying for tickets at time of occupation of property)

Proof of Vehicle Ownership

In addition to Proof of Residency document, for any new Resident season ticket application, please also supply proof of vehicle ownership of the vehicle. If you are renewing a ticket and the vehicle is the same as the previous ticket, you do not need to supply Proof of Vehicle Ownership. If you change your vehicle before the expiry of your ticket, you should return the season ticket to Parking Services, with proof of your new vehicle and a replacement can be issued free of charge.

Acceptable documents include:

- ❖ Vehicle Registration Document
- ❖ Insurance Certificate (most recent)
- ❖ Hiring/Leasing Agreement
- ❖ If the vehicle is a company car - A recent letter from your employer confirming that the vehicle is owned/leased by the company and that you are the sole keeper and user
- ❖ If you have purchased the vehicle within the last month - Garage bill of sale or insurance cover note

If you are sending your application by post, we suggest you send photocopies. If you want to send originals we recommend that you use recorded delivery.

To obtain your season ticket(s), please complete the order form overleaf, sign the declaration and submit with the required document(s) and payment.

Payment and Posting

Payment may be made by cheque (**payable to Winchester City Council**) and completed applications posted to Winchester City Council, Parking Services, City Offices, Colebrook Street, Winchester, SO23 9LJ.

1. Your Details: -

Name: (Title, Forename, Surname)	
Address:	
Postcode:	
Telephone Number:	Mobile/Work:
Email Address: <small>Your email address may be used by Parking Services to send you emails relating to relevant parking matters. Winchester City Council shall not disclose or provide your email address to any third parties.</small>	

2. Vehicle Details and Ticket Requirements: -

Vehicle Registration	Season Ticket Number to be Renewed (if applicable):	Cost
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	£240.00
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	£240.00
<small>All prices are inclusive of V.A.T. V.A.T. No. 189 4084 24</small>		Total Payment: £

3. Documents to enclose - (Please see overleaf for a list of acceptable documents)

For all applications, please enclose one document as proof of residency.

To apply for a Resident Season Ticket for a vehicle you have not previously obtained a ticket for; please enclose proof of vehicle ownership to show the vehicle is kept by you.

4. Declaration (this section must be completed for the application to be considered)

The following conditions apply to the issuing of Season Tickets: -

I **declare** that

- I understand that it is my responsibility to apply for the renewal of any Season Ticket, when necessary.
- I am aware that the Season Ticket does not guarantee me a space within any car park.
- I understand that the ticket will no longer be valid should I move out of the season ticket qualifying property, or no longer own the vehicle the Season Ticket is registered to. In this instance, the Season Ticket will be returned to Winchester City Council for cancellation or transfer of vehicle/address as necessary.
- I understand that if I no longer require the Season Ticket, I shall be entitled to apply for a refund calculated pro rata for each full month unused, at time of receipt by the Winchester City Council Parking Services, of the surrendered Season Ticket.
- I understand that if any application for renewal of Season Ticket is not made prior to the expiry date printed on the Ticket, then the Season Ticket should not be used after its expiry, and any use may be subject to the issue of a Penalty Charge Notice.
- I acknowledge that there is a Season Ticket duplication cost of £10.00 in the case of loss, damage, mutilation or theft of the Season Ticket and that any duplication is at the discretion of Parking Services.
- I acknowledge that the Council may withdraw any Season Ticket should any cheque, cash, credit/debit card or electronic transfer from the payee, as payment of the appropriate fee for the Season Ticket, be subsequently dishonoured.
- If a valid Season Ticket is not available for use in any car park, then the appropriate payment to cover the intended stay must be made at a car park ticket machine, immediately following arrival and parking.
- I understand that Winchester City Council reserves the right to change these conditions by one month notice.
- I understand that Winchester City Council reserves the right to refuse any application if not made on the appropriate office form current at the time of application.

Signature of **Season Ticket Applicant**

Date:

<u>Office Use Only</u>		Date Received Stamp	
POR seen:	Proofs Seen By:	Permit Numbers:	
Veh 1 Doc:	Veh 2 Doc:		
Payment by: Card / Cash / Cheque		Valid Dates:	
To Paye.net:	Or TRN:	Issued By:	On Date: