Application for Restricted Access Permits on Nottingham City Centre Pedestrianised Streets

Nottingham City Council

Parking Regulation & Compliance

PO Box 10169

Nottingham

NG1 9HS

Email: residents.permits@nottinghamcity.gov.uk

Tel: (0115) 876 1499 Monday-Friday 10am- 2pm

**Please return the completed application to the address or email above**

|  |
| --- |
| PLEASE NOTE: AT LEAST 5 WORKING DAYS NOTICE IS REQUIRED BEFORE THE PERMIT REQUEST CAN BE PROCESSED |

**Personal details**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title |  | Mr |  | Mrs |  | Miss |  | Ms |  | Other |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Surname |  | Forename(s) |  |

|  |  |
| --- | --- |
| Business name(Where applicable) |  |
| **\* You must supply a proof of business in the form of a receipt or invoice dated within the last 3 months.** |

|  |  |
| --- | --- |
| Address |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Postcode |  | Telephone |  |

**Permit type**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Renewal** |  | *Permit Reference* |  | or | **New Applicant** |  |

**Vehicle**

Registration number(s), make model of vehicle(s) for which application is being made.

*A maximum of 3 registration numbers can be displayed on any one permit.*

|  |  |  |  |
| --- | --- | --- | --- |
| **1** |  | Make & Model |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **2** |  | Make & Model |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **3** |  | Make & Model |  |

**\* You must supply a copy of a valid Certificate of Motor Insurance for each vehicle registration.**

1. What is the purpose of your journey?

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|  |
| Continue on additional pages where required |

2. What streets or roads do you need access to?

*Please note access is not permitted to the Old Market Square*

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|  |
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| Continue on additional pages where required |

3. What day(s) will the permit(s) be used?

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Mon |  | Tues |  | Wed |  | Thur |  | Fri |  | Sat |  | Sun |  |

Are there any specific dates?

|  |
| --- |
|  |
|  |
| Continue on additional pages where required |

4. Are there specific time(s) that the permit(s) will be used?

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| Continue on additional pages where required |

5. What is the reason why the journey(s) cannot be made outside the ‘pedestrian only’ times?

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| Continue on additional pages where required |

A ‘Restricted Access Permit Charge’ is payable before the handover of any permit and shall be an amount set by the Traffic Manager (as defined by Section 17 (2) of the Traffic Management Act 2004). Please be aware that the following charges apply:

|  |  |
| --- | --- |
| £109 for the renewal/new application | £75 to replace a lost permit |
| £29 for a one day only permit *(for one vehicle only)* | £25 for change of vehicle |

**Payment methods:**

Cheques/Postal Orders made payable to ‘NOTTINGHAM CITY COUNCIL’ or to make payment by debit/credit card, please telephone Parking Regulation and Compliance on 0115 8761966 Monday to Friday between the hours of 10.00am and 2.00pm.

Please allow 3-5 working days after submitting your application before calling to pay.

*I apply for a permit to allow the following vehicle(s) to be driven in circumstances which would, without such a permit being valid, be in breach of Section 2 of the current NOTTINGHAM CITY COUNCIL (NOTTINGHAM CITY CENTRE) (CLEAR ZONE AREA) TRAFFIC REGULATION ORDER 2004 (i.e. movement of a vehicle between 10.00am and 4.30pm, Monday to Sunday inclusive) in those streets included in Schedule 2 to part II of the Order.*

|  |  |  |  |
| --- | --- | --- | --- |
| Signature |  | Date |  |

General Data Protection Regulations (EU) (2016/679) and Data Protection Act 2018 The personal information obtained from your application is for the purpose of issuing a Permit. For further information on how we use and share your data, please visit: www.nottinghamcity.gov.uk/privacy-statement.