

**TRAFFIC MANAGEMENT SECTION  
CLONMEL BOROUGH DISTRICT  
CIVIC OFFICES, EMMET STREET  
CLONMEL, CO. TIPPERARY  
Tel: 0761 06 5000**

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**APPLICATION UNDER CLONMEL BOROUGH COUNCIL PARKING/TRAFFIC AND CAR PARK BYE-LAWS 2013  
APPLICATION FOR A RESIDENTIAL PARKING PERMIT**

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PLEASE READ NOTES OVERLEAF CAREFULLY **BEFORE** COMPLETING THIS FORM

**PLEASE TICK APPROPRIATE BOX**

FIRST APPLICATION	<input type="checkbox"/>	CHANGE OF VEHICLE	<input type="checkbox"/>
RENEWAL	<input type="checkbox"/>	CHANGE OF ADDRESS	<input type="checkbox"/>

(1) NAME OF APPLICANT: \_\_\_\_\_

(2) ADDRESS OF APPLICANT: \_\_\_\_\_  
\_\_\_\_\_

TEL. NO \_\_\_\_\_

(3) VEHICLE REGISTRATION NO: \_\_\_\_\_

(4) MAKE/MODEL OF VEHICLE: \_\_\_\_\_

**I hereby declare that I am a resident at the address mentioned at (2) above and that I am the owner of the vehicle mentioned at (3) above in respect of which I am applying for a Residential Parking Permit.**

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

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**FOR OFFICE USE ONLY**

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Amount: € \_\_\_\_\_ Receipt Number: \_\_\_\_\_

On Register of Electors at address:

Letter from Landlord:

Car registered in applicants name at address:

Car Insurance at applicants address:

Utility Bill, e.g. Electric, Gas, Telephone (landline):

Bank Statement:

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

## CONDITIONS FOR ELIGIBILITY

1. The applicant must be on the Register of Electors at the address for which the permit is required or alternatively a letter from their landlord stating that they are resident at the address for which the permit is required.
2. The vehicle must be registered in the applicants name at the address for which the permit is required. The Logbook/Vehicle Licensing Certificate must be submitted for inspection along with the application form.
3. A current insurance certificate confirming that the vehicle is normally kept by the resident at the residents address in the Ticket Parking Place to which the disc will relate.
4. The applicant must submit a domestic bill, e.g. electric, gas, telephone in the name and address of applicant for which the permit is required (if a prepay customer please request confirmation from service company of proof that you are an account holder) and a Bank Statement.
5. Application fee is paid upon submission of an applicant to the Local Authority (being Clonmel Borough District Office)
6. Any other information, which may be requested by the Local Authority

## CONDITIONS OF USE – RE. RESIDENTS PARKING PERMIT

1. **“VALID RESIDENT PARKING PERMIT”** means a residents parking permit, which relates to a particular street/streets and to a period which **has not expired** and which is issued by the Local Authority in whose functional area the vehicle on which the permit is displayed is parked.
2. The display of a valid residents parking permit on the vehicle in respect of which the permit was issued shall permit the owner of the vehicle (or any person using it with his consent) to park it without limitation as to time in a ticket parking place in a street to which the permit relates.
3. Valid residents parking permit shall be so displayed in the interior of the vehicle in respect of which it is issued that it can be read from outside the vehicle.
4. The fee for a residential parking permit shall be **€10 per annum** for initial permit and €10 for a replacement permit issued to same Residence in the same year.
5. A Residential parking permit shall be issued for **one year** from the date of issue.
6. Where during the period to which a residential parking permit relates, the resident to whom it is issued to **ceases to reside at the address specified on the permit or ceases to be an owner by disposing of the vehicle to which the permit relates he shall return the permit** (addressed to the person whose signature appears on it) **to the Local Authority** by whom the permit was issued.
7. Where, during the period to which a Residential Parking permit relates, the resident to whom it is issued to **disposes of the vehicle to which the permit relates and substitutes another vehicle for the one disposed of, he shall return the permit to the Local Authority** (being Clonmel Borough Council) **when upon payment of the current fee by the resident, a new permit in respect of that vehicle shall be issued to the Resident**, and such new permit shall be valid for the period.
8. Where, there are two vehicle registrations on the residents permit, and both vehicles are parking at the same time at the designated parking set out on the residents permit, only one vehicle can display the valid residents parking permit. The second vehicle must display a valid pay and display ticket.

### NOTE

- (a) Please note the **expiry date on your permit as it is the responsibility of the permit holder** to new their permit.
- (b) Clonmel Borough District will not accept appeals on parking fines issued to a vehicle where:
  - (i) the valid residents permit is not displayed correctly or
  - (ii) where the permit is out of date.

Please sign and return to confirm you have read and understood the conditions of use re: residents parking permits issued by Clonmel Borough District, Tipperary County Council, Emmet Street, Clonmel, Co. Tipperary



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I have read and understood the conditions of use regarding the residents parking permit issued to me by Clonmel Borough District, Tipperary County Council.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_