

Application for Extra Trader Parking Permit

1 October 2020 to 30 September 2021



Applicant to complete details below:

Trading name		
Business address		
Primary contact person		
Contact phone numbers	Business	Mob.
Number of Current permits		
Please provide your existing permit number	Permit Number	Date issued
	TR-PK _____	_____
Office Use Only :	Permit No	_____

I, (*Print name*) _____ being The Proprietor / Manager of the above named business, hereby declare that I am aware, and will ensure that staff using these permits are aware, of the following conditions:-

1. The permit is valid only if it is prominently displayed on the left side of the vehicle windscreen, so that it is visible and readable from outside the vehicle.
2. The permit is valid **only** in the locality shown on the permit, and **only** in that section of the locality where signs show "Authorised Vehicles Excepted", "Permits Excepted" or similar wording, **as indicated on the map** provided with the permits.
3. **The permit does not guarantee the availability of a parking space.**
4. Because of the limited availability of parking spaces, Council reserves the right to limit the number of permits issued to any individual business and to the Centre as a whole.
5. The permit shall expire on **30 September 2021** prior to which a renewal will be sent to you for completion for the new period.
6. The permit shall only be used by staff of a business located in the area shown on the permit and only during the hours that that staff member is working.
7. Failure to adhere to conditions could result in the issuing of an infringement notice and/or revocation of permit/s.
8. Permits are not transferable.

I acknowledge that I have read and understood the above conditions of use.

SIGNED _____ PRINT NAME _____ DATE _____

EMPLOYEE DETAILS (Must be completed for each permit requested)

Business/Trading Name _____

Name			
Vehicle Details	Make	Model	Registration Number

Name			
Vehicle Details	Make	Model	Registration Number

Name			
Vehicle Details	Make	Model	Registration Number

Name			
Vehicle Details	Make	Model	Registration Number

Name			
Vehicle Details	Make	Model	Registration Number

Name			
Vehicle Details	Make	Model	Registration Number

Name			
Vehicle Details	Make	Model	Registration Number

Name			
Vehicle Details	Make	Model	Registration Number

*(Print page to add more employees) and include trading name

NOTE: THESE CONDITIONS TO BE RETAINED BY PERMIT HOLDER

1. The permit is valid only if it is prominently displayed on the left side of the vehicle windscreen, so that it is visible and readable from outside the vehicle.
2. The permit is valid **only** in the locality shown on the permit, and **only** in that section of the locality where signs show “Authorised Vehicles Excepted”, “Permits Excepted” or similar wording, **as indicated on the map** provided with the permits.
3. **The permit does not guarantee the availability of a parking space.**
4. Because of the limited availability of parking spaces, Council reserves the right to limit the number of permits issued to any individual business and to the Centre as a whole.
5. The permit shall expire on **30 September 2020** and a **new application** will be required for the new period.
6. The permit is intended to be used by staff of a business located in the area shown on the permit, that have a need to park for longer than the relevant restrictions allow, and is to be used only during the hours that that staff member is working.
7. Failure to adhere to conditions could result in the issuing of an infringement notice and/or revocation of the permit.
8. Permits are not transferable.
9. Return completed forms and attachments to:-

RETURN COMPLETED AND SIGNED APPLICATION TO COUNCIL

In Person



Monash Civic Centre
293 Springvale Rd
Glen Waverley
8.15 am – 5.15 pm Mon – Fri

Oakleigh Service Centre
3 Atherton Rd
Oakleigh
8.45 am – 5.15pm Mon – Fri

By Post/Email



City of Monash
Community Laws
P.O. Box 1
Glen Waverley VIC 3150

Email –
mail@monash.vic.gov.au

Monash City Council (“Council”) collects personal information via this form to facilitate the processing of applications for and the ongoing management of Trader Parking Permits, as well as for related purposes which the person to whom the information relates may reasonably expect. Council will not release or provide access to personal information to any other person or body, unless (a) it has been authorised to do so by the person to whom the information relates, (b) it is permitted or required to do so by law, or (c) it is appropriate or required in the performance of the functions of Council. You may gain access to your personal information by contacting Council’s Privacy Officer via email at legal@monash.vic.gov.au.