

Application for An Organisation Disabilities Parking Permit (1 year permits)

Horsham Rural City Council provides Disabled Parking Permits to persons who General Practitioners assess, as having difficulty with mobility or requires wider parking bays due to mobility aids, or for persons who at times may have behaviours causing a need for extra space to access a vehicle. Organisations who can prove that they transport persons with disabilities can apply for an Organisation Disability Parking Permit.

The Horsham Rural City Council is committed to protecting your privacy. The personal information you provide on this application is being collected by the Horsham Rural City Council for the primary purpose of assessing your eligibility for the selected permit. We may also need to contact you from time to time for directly related purposes. Your personal information will not be disclosed to any external party without your consent, unless required or authorised by law. Failure to provide the information requested means your permit application cannot be processed. If you wish to gain access to, or alter any personal information you have supplied to the Horsham Rural City Council whilst completing this application, please contact us on 03 5382 9771.

How to Apply

Please detach the completed form and return in Person to:

Horsham Rural City Council, 18 Roberts Avenue, Horsham Vic 3400
8.30am to 5.00pm Monday to Friday – (Closed Public Holidays)

Conditions of Issue and Use For People with Disabilities Parking Permits

Please keep the 'Conditions of Issue and Use' page for your reference.

1. You must apply for a permit in writing on a standard application form. Any proof, as requested on the application, must be supplied before any permit(s) is issued.
2. Any permit which is copied, reproduced in any fashion, or sold will be cancelled and may not be replaced.
3. Any permit which is obtained as the result of providing false or misleading information will be cancelled and the permit holder or organisation will be ineligible to obtain a permit for a period of 12 months. Any vehicle(s) for which the permit is issued will also be ineligible for a permit for a period of 12 months.
4. The permit will expire on the date shown on the permit.
5. If any permit is lost/stolen/damaged or otherwise rendered unusable, the applicant may be asked to submit a statutory declaration to the Horsham Rural City Council explaining why the permit needs to be replaced and accompanied by supportive proof wherever possible. The Horsham Rural City Council shall issue a replacement permit on receipt of the declaration and charge a replacement fee where applicable.
6. The issue of the permit to any person(s) does not guarantee the availability of any parking spaces to the holder(s).
7. Failure to display the permit on the vehicle so that all inscriptions are clearly visible from the outside of the vehicle may result in a parking infringement notice being issued.
8. We have chosen to waive the organisation charge for the Disabilities Parking Permit.
9. Permit holders are subject to 'No Stopping' and 'Clearway' restrictions where applicable.

10. The use of parking spaces in parking areas to which the applicant's parking permit applies may be suspended by a member of the police or by authorised officers of the Horsham Rural City Council at any time.

11. The holder of a parking permit for people with disabilities is:

- a person with a permanent ambulatory disability or;
- an organisation providing transport service to people with significant ambulatory or intellectual disabilities and
- is authorised to park their vehicle in a lawfully designated parking area within the Horsham Rural City Council for a period longer than fixed once the initial parking fee has been made.

12. The permit does not allow the holder to park in a disabled person's parking only car space for a period longer than designated, as these spaces have been established for short term parking, not for all day parking. Failure to do so will result in the permit holder receiving a parking infringement notice and cancellation of this permit.

13. Permits will expire twelve (12) months from the date of issue for an organisation providing a transport service for people with disabilities.

Categories Of Permits

Category One

A permit holder (driver/passenger) is entitled to park a vehicle in a bay reserved for disabled motorists only, for the specified time only, or may park a vehicle in any ordinary area or bay for twice the specified time (upon payment of an initial parking fee, if applicable).

Types of Permits

The following types of parking permits will be issued for use under the disabled persons' parking scheme (Category One):

- Code C for an organisation providing a transport service for people with disabilities

Eligibility Criteria

Category One

14. An organisation will be eligible for a disabled persons' parking permit if it is recognised by Horsham Rural City Council as providing a transport service for people with significant ambulatory or intellectual disabilities. An organisation providing transport for people with disabilities on an occasional basis (i.e. for a day or weekend trip) will be eligible for a trip specific permit (Code C). An organisation may hold more than one permit but must justify in writing to Horsham Rural City Council the number of permits required or any increase in the number of permits required.

15. The Horsham Rural City Council reserves the right to request further information or documents to support this application.

16. The Horsham Rural City Council reserves the right to withdraw this permit at any time.

17. The Horsham Rural City Council reserves the right to change the Conditions of Issue and Use of this permit at any time.

Document created	Reviewed	Date
Created		June 2012
Reviewed	Mary-Anne duke	July 2016

P:Comm/HealthServ/HACCServices/DisabilityParking

Application for An Organisation Disabilities Parking Permit

To Complete This Form

1. Read the 'Conditions of Issue and Use' section before completing this form.
2. Fill out all fields correctly and in block letters.
3. Submit the completed form in person.

Please note: The application will not be processed unless all details are completed.

Section 1: Organisation Details - This section must be completed by all applicants.

Organisation name:

Responsible Person For The Permit

Title: First name(s):

Family name: Contact number:

Postal Address

E-Mail Address:

Unit/level/Number: Street:

Suburb: Postcode:

For what purpose is the permit to be used?:

How many permits do you require?:

Please note: if your organisation requires more than one permit, please justify your claim in writing and attach to this application.

Section 2: Statement Of Acceptance - This section must be completed by all applicants.

I declare that the information I have provided is true and correct. I have read and understood and agree to Horsham Rural City Council permit 'Conditions of Issue and Use' and wish to apply for the selected permit to use in accordance with these terms. I will ensure that the permit is not sold, transferred or assigned to another party and will be solely used for purposes as stated. I agree to return the permit if my eligibility changes. I agree that all permits are non-refundable. I acknowledge information found to be false in support of this application will result in my permit being cancelled.

Applicant Name	Signature:	Date: