



## **Royal Derby Hospital (RDH) Car Parking Application**

**These notes are designed to be read alongside the University of Nottingham Derby Royal Hospital car parking application form.**

There are a limited number of permits which are being made available to members of the University. The Permits are only eligible for RDH University Car Park and Manor Car Park.

Forms are available from the Buildings Attendants Office and the University Car Parking web site:  
<http://www.nottingham.ac.uk/estates/security/carparking/staff-parking.aspx>.

Full details of the RDH Car Parking Policy can be found here:  
<http://www.derbyhospitals.nhs.uk/EasysiteWeb/getresource.axd?AssetID=156085&type=full&serviceType=Attachment>.

Completed application forms should be sent to:

The Security Office  
Hallward Library  
University Park  
NG7 2RD

You will be contacted by University Security and informed whether your application has been approved or not. Approved applications will be subject to charges and conditions of the Trust. The Car Parking Office Car Park 6 Royal Derby Hospital is where you will be able to collect your permit. You will need to produce your University Card, Driving Licence and Vehicle Registration documents.

Permits will be subject to an annual application process.

For members of Staff who require a University of Nottingham Parking permit as well as the permit for parking at RDH further information can be found here:  
<http://www.nottingham.ac.uk/estates/security/carparking/staff-parking.aspx>.

You will still require a University parking permit / voucher, to park on University Campuses. The parking charge that you have paid will be off set against the University Parking Charge, with only the balance to be paid.

When making your on-line application please select the 'Off Campus' option when prompted to select Driver Scheme. You will be contacted and asked to provide details of your payments to the Trust after which your permit will be sent to you.

For occasional users of University Campus car parking there is the option of using Pay and Display and Occasional User Vouchers.

Please note anyone parking a vehicle on any University Campus during the hours 9.15am to 4pm weekdays must have a current parking permit or use pay and display.

Traffic Regulations can be found here:

<http://www.nottingham.ac.uk/estates/documents/security/trafficregulations.pdf>.