

**THE UNIVERSITY OF NOTTINGHAM  
STUDENT PARKING APPLICATION FORM**



**Please complete this form in full and return it to  
Security, Hallward Library, University Park. NG7 2RD**

**Application for full Permit**

**Blue Badge holder free permit – Parking in disabled bays only**

**Blue Badge holder permit – Charge, parking in car parks & disabled bays**

**Motorcycle application – Free, no permit will be issued but  
motorcycles must be registered with the University**

SURNAME	<input type="text"/>	PART/FULL TIME	<input type="text"/>
FORENAME(S)	<input type="text"/>	CONTACT NO.	<input type="text"/>
STUDENT ID	<input type="text"/>	NETWORK USERNAME	<input type="text"/>
COURSE TITLE	<input type="text"/>	UG/PG/OTHER?	<input type="text"/>

TERM TIME ADDRESS

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..... POST CODE

HOME ADDRESS

.....

..... POST CODE

Students may apply for a Parking Permit on the criteria listed below: however no entitlement is given for any circumstances and all applications are subject to the Security Department’s discretion. Additional supplementary evidence must be produced to certify the circumstances under which the Permit is applied for. Vehicles must not be brought on site until the application has been approved.

Students who fit the following criteria can apply for a Parking Permit:  
(Please indicate on what grounds you are applying for)

Live more than 15 Miles away at term time address	<input type="checkbox"/>	Regularly attend elderly parents with a disability at their permanent home address	<input type="checkbox"/>
Who have a disability	<input type="checkbox"/>	Certified medical reasons	<input type="checkbox"/>
Parents/legal guardians of children under 16 who live at the term time address	<input type="checkbox"/>	Hall Tutors	<input type="checkbox"/>
Any additional information concerning your application:		Studying at Sutton Bonington (permit restricted to that campus only)	<input type="checkbox"/>

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VEHICLE REG	<input type="text"/>	MAKE	<input type="text"/>
MODEL	<input type="text"/>	CO2 EMISSIONS*	<input type="text"/>

\*This information can be found on your vehicle registration document (V5C) or online at <http://www.taxdisc.direct.gov.uk/EvlPortalApp/> and select ‘Vehicle Enquiry’. Replacement V5C documents can be requested from the DVLA on 0300 790 6802.

OWNER OF VEHICLE & RELATIONSHIP TO PROPOSER (IF DIFFERENT).....

**DOCUMENTATION REQUIRED TO SUPPORT PARKING PERMIT APPLICATION**  
**The following documents must be provided before your application can be considered:**

- . Driving Licence (card and paper counterpart).
- . Valid MOT Certificate (if applicable)
- . Valid Insurance Certificate.
- . Additional documentation to support the application: Medical Proof of Children under 16 etc.

# DECLARATION

I certify that I have read and understood the University's Traffic Regulations, <http://www.nottingham.ac.uk/registrar/calendar/traffic-regs.pdf>, I recognise that failure to comply will result in the implementation of sanctions for non-compliance as detailed in the Regulations.

I agree to abide by any parking guidance issued with the permit.

I agree to notify the Security Office of any changes to details stated on this form.

I agree to the use of my personal data for the purpose of administering the University's Car Parking Scheme. The University of Nottingham may use personal details and information provided in this Parking Permit application form for purposes of its parking statistics/strategy and related matters. This data will be recorded in accordance with the Data Protection legislation.

I declare that the information contained in this application is true to the best of my knowledge and belief. I understand that a false or misleading application may result in action being taken under the University Traffic Regulations or the Disciplinary Procedure for students.

I accept that my Permit may be withdrawn for non payment of parking charges or for repeat offences under the Traffic Regulations.

I confirm that I am the holder of a full current driving licence which allows me to drive in the UK, that there is a valid certificate of insurance covering me to drive the vehicle and that the vehicle has a current MOT certificate if applicable.

Any fee paid to the University for a Parking Permit does not guarantee space in the designated area and I undertake not to park in unauthorised areas.

N.B. The current expiry date for student permits is the 30th of September in the end year shown on the permit.

NAME (BLOCK LETTERS)

SIGNED

DATE

## METHODS OF PAYMENT

If in person, by cash or card at the Security Office, Hallward Library, University Park. If you wish to pay over the phone by card please supply an email address, once your application has been approved an email will be sent asking you to contact the Security Office.

## OFFICE USE ONLY

### CHECKLIST:

Registered on Saturn	YES/NO
Paper License	YES/NO
Card License	YES/NO
MOT	YES/NO
Insurance	YES/NO
Addresses Same?	YES/NO
Children's Doc's	YES/NO
Medical Doc's	YES/NO
Hall Tutor	YES/NO
Sutton Bonington Only	YES/NO

Mileage:

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Buses:

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PERMIT NUMBER.....

APPROVED YES/NO                      DATE.....

SIGNATURE.....

COMMENTS:.....

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## PAYMENT RECEIVED

Amount.....

Receipt Number.....

Card Payment (if applicable).....