

**UNIVERSITY OF NOTTINGHAM  
ROYAL DERBY HOSPITAL**

**STAFF CAR PARKING PERMIT APPLICATION FORM**

This permit is required for eligibility to park in marked parking bays in the dedicated University car parks at Royal Derby Hospital subject to availability of spaces. Permit holders are also eligible to park in the Trust's Manor Car Park. This permit does not provide eligibility for parking on any other University Campus or location other than designated above.

The University and Trust have the greatest respect for its neighbours and the local community. We request that you do not park on side roads and bring the Trust or the University into disrepute. Permit charges/payment requirements are in accordance with the policy for car parking at RDH. Information on there to park can be found at <http://www.derbyhospitals.nhs.uk/about/how-to-find-us/finding-the-royal-derby-hospital/parking/>.

Title:	Surname:	
Forename(s):		
Personal Staff Number/Payroll Number:		
Residential Address:		
		Post Code:
Email Address:		
Contact Telephone No:		
School/Department:		
Job Title:		
Vehicle 1 Details:		Vehicle 2 Details:
Make:		Make:
Registration		Registration

Only 2 vehicles may be registered and only 1 vehicle can be on site at any time. You will be issued with a permit at the Trust Car Parks Office if your application has been approved.

Are you personally, currently a Disabled Blue Badge holder?	Yes	No
Is RDH your base work location?	Yes	No
Is your University contract:	Full time	Part time
<b>For Part Time only</b>		
Contracted hours/week:		
Please describe your current working hours/days at RDH, both term time and non-term time:		
.....		
.....		
.....		
Are there any personal additional circumstances which you think need to be taken into consideration?		
.....		
.....		
.....		

**Declaration**

- I certify that I have read and understood the University's Traffic Regulations (<http://www.nottingham.ac.uk/estates/documents/security/trafficregulations.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 University and Trust guidance issued with the permit.
- I agree to notify the Security Office of any changes to details stated on this form. I am not a registered student. I agree to abide by any guidance issued with the permit.
- 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.
- I accept that my Permit may be withdrawn for non-payment of parking charges or for repeat offences under the Traffic Regulations.

Signature of Applicant:
Print Name:
Date:

<b>University Security Section Authorisation</b>
Signature:
Print Name:
Date:
Job Title:
Supporting Information:

**PLEASE FORWARD THIS TO THE UNIVERSITY OF NOTTINGHAM SECURITY OFFICE ONCE COMPLETED. YOU WILL BE THEN SHORTLY CONTACTED ABOUT YOUR APPLICATION.**

Security  
University of Nottingham  
University Park  
Nottingham  
NG7 2RD  
FAO Parking Application

***Please print this form double sided.***

<b>Office Use:</b>
<b>Transponder Number:</b>
<b>Permit Number:</b>
<b>OOH Number:</b>