

## Bellcroft Resident Parking Scheme

### Resident Parking Permits - Available to residents only

Resident permits can be purchased by residents who live in numbers 1 to 19 Victoria House and properties 39 to 49 Bellcroft. The area is shown within the line on the map below (the scheme area).

Permits are required during the permitted hours set out in the Order:

- Monday to Saturday 8:00am to 7:30pm within the scheme area

A permit is only necessary within the restricted times displayed on the permit bay signs.

Permits are only valid for use in the designated on-street resident permit bays within the scheme area. Temporary visitor permits can be purchased.

### Conditions of issue

1. A resident permit will only be issued once the following evidence has been uploaded:
  - proof of ownership of vehicle (Vehicle Registration Document (V5C) or vehicle insurance document), and
  - proof of residency (such as Council Tax or recent utility bill showing your name and address in the scheme area)The name on the proof of ownership and proof of residency must be the same.
2. A permit may be withdrawn if it has not been used according to the conditions of issue. Refunds will not be given.
3. The permit is only valid for use in the designated resident permit parking bays within the scheme area and for the vehicle stated on the permit.
4. A permit may be purchased for the following classes of vehicle:
  - passenger vehicles
  - goods vehicles not exceeding 5 tonnes maximum gross weight
  - motorcycles
5. The Parking Section must be notified immediately of any change of vehicle or other details. A Penalty Charge Notice (PCN) may be issued to any vehicle left without a valid permit.
6. The permit will become invalid if the permit holder:
  - is no longer resident within the scheme area, or
  - no longer owns the vehicle to which the permit was issuedThe permit will be withdrawn if it is used for a class of vehicle not specified above.
7. An admin charge will be made for a temporary permit and change of permit details. All charges are subject to annual review.
8. Purchase of a permit does not guarantee availability of a parking space. If spaces are not available, permit holders will have to make alternative parking arrangements.

**Permit Bay Operational Hours**

8:00am to 7:30pm Monday to Saturday

