

## Application Process

- Step 1:** Complete this application form and provide the relevant documentation – **no payment to be provided yet**
- Step 2:** Your application will be assessed by our Compliance Department
- Step 3:** If your application is approved and no payment is required you will receive your permit/s by post  
If your application is approved and payment is required you will receive a *Payment Request*
- \* If you provide your e-mail on the application you will receive the request via e-mail – recommended**
- Step 4:** If you receive a *Payment Request* the permit will only be valid once payment received - online option available
- Step 5:** If payment is received within 14 days your permit/s will be posted to you. If no payment is received within 14 days your application will be voided and a new application will be needed if the permit is still required.

## Important Information About Your Property's Permit Entitlements

On 10 June 2014 Council approved the implementation of the Residential Parking Permit Policy 2014. A further review resulted in changes to some aspects of the policy which were endorsed by Council on 15 December 2015. These changes may effect your property's current entitlements.

**For information on your property's current entitlements please refer to the table below and attached Parking Zone Map. More information can be found on the *Parking Permits* page at [www.maribyrnong.vic.gov.au](http://www.maribyrnong.vic.gov.au)**

Parking Zones	Property Type	Number of Permits
Footscray Zone	Single Residence	<b>Maximum 2 permits</b> Vehicle specific OR Visitor
	Dual Residence	<b>Maximum 1 Permit</b> Vehicle specific OR Visitor per dwelling
	Multi Residence	<b>No new permits approved</b> *Current permit to remain in place till property sold or tenants leave
Southern Zone	Single Residence	<b>Max 3 permits</b> Combination can include 2 visitor permits maximum
	Dual Residence	<b>Maximum 2 permits</b> Vehicle specific OR Visitor per dwelling
	Multi Residence	<b>Maximum 1 permit</b> Vehicle specific OR Visitor per dwelling
Outer Zone	Single + Dual Residence	<b>Maximum 3 permits</b> Combination can include 2 visitor permits maximum
	Multi Residence	<b>Maximum 2 permits</b> Vehicle specific OR Visitor per dwelling

## Definitions

### Vehicle Specific Parking Permit

A vehicle registration specific permit issued to a resident of Maribyrnong City Council for permanent attachment to specifically registered vehicle. This permit is not transferrable to other vehicles.

### Visitor Parking Permit

A general non specific permit which is used by visitors of a resident of Maribyrnong City Council. This permit must be used only by visitors to the residential address and is not to be used on vehicles owned by a resident.

### Dual Residence

A property consisting of no more than two residential dwellings.

### Multi Residence

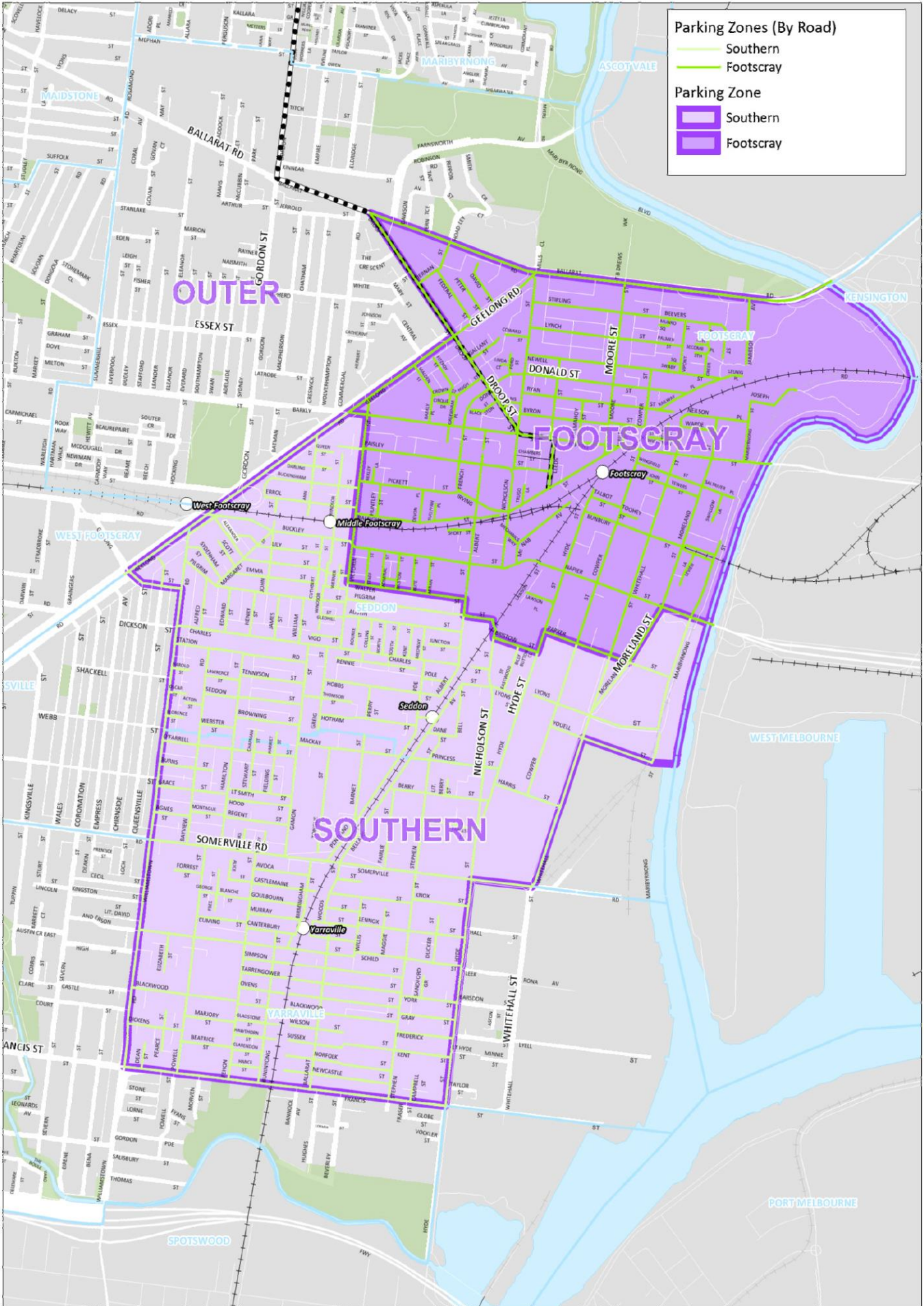
A property consisting of three or more residential dwellings.

# PARKING ZONES



DISCLAIMER NOTE: The State of Victoria and the Maribymong City Council do not warrant the accuracy or completeness of information in this product and any person using or relying upon such information does so on the basis that the State of Victoria and the Maribymong City Council shall bear no responsibility or liability whatsoever for any errors or omissions in the information.

PRINT DATE: 4/12/2015



**Parking Zones (By Road)**

- Southern
- Footscray

**Parking Zone**

- Southern
- Footscray

# Resident / Visitor Parking Permit Application



## Applicant Details

<b>First Name</b>		<b>Last Name</b>				
<b>Permit Address</b>						
				<b>Postcode</b>		
<b>E-mail</b>				<b>Mobile</b>		

## Permit Details

Permit Type	Tick if required	Fee	Registration Number	Vehicle Make	Vehicle Model
1 <sup>st</sup> Vehicle Specific		Free			
2 <sup>nd</sup> Vehicle Specific		\$66.50			
3 <sup>rd</sup> Vehicle Specific		\$93.50			
1 <sup>st</sup> Visitor		\$54.50			
2 <sup>nd</sup> Visitor		\$77.50			

Are you replacing a current Vehicle Specific permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Replaced permit number / registration	
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## Proof of Residency (All applications)

Provide one current/recent copy showing the resident's name at the address above  
Only items from this list will be accepted

- |  |   |   |  |
|--|---|---|--|
| <input type="checkbox"/> Lease / Tenancy Agreement   | <input type="checkbox"/> Rent Receipt     | <input type="checkbox"/> Lease Bond Receipt | <input type="checkbox"/> Welcome Letter from Utility Company |
| <input type="checkbox"/> Home Phone / Broadband Bill | <input type="checkbox"/> Electricity Bill | <input type="checkbox"/> Gas Bill           | <input type="checkbox"/> Water Bill                          |

## Proof of Vehicle Ownership (Extra for Vehicle Specific Applications only)

Provide one current copy showing the applicant's name, address above and vehicle registration number

- Vic Roads** - Registration Certificate, Change of Address Notice or Transfer of Registration
- Company Vehicles** – A letter from the Company (on letterhead showing ABN) stating that the vehicle is registered and is used by the applicant and is required to be at the applicant's address.
- Letter from the vehicle's registered owner** - stating that the vehicle is used by the applicant and is required to be parked at the applicant's address. The letter must include the name and address of the registered owner, and attach a copy of the vehicle registration certificate showing that the vehicle is currently registered.
- Vehicle Contract of Sale** (must show that the vehicle is currently registered)

## Declarations

- I am the resident of the above property
- I have attached all relevant documentary proof as above
- I have read the conditions overleaf and confirm the details above are correct

Applicant's Signature: \_\_\_\_\_

Date:            /            /

**How to Apply:****Email:** [email@maribyrnong.vic.gov.au](mailto:email@maribyrnong.vic.gov.au)**Post:** Maribyrnong City Council, P.O. Box 58, West Footscray Vic 3012**In person:** Footscray Library, 56 Paisley Street, Footscray Vic 3011  
Office Hours 8:30am – 5pm Monday to Friday

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## PERMIT CONDITIONS

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1. Permits may only be issued in respect to a person's principal or sole place of residence. Proof of residency must be supplied. Only documents listed on the application will be accepted.
2. Permits are valid on currently registered vehicles only.
3. Registration Specific permits must be affixed to the passenger side of the windscreen and be visible at all times.
4. A permit allows the Holder to park in the nominated street or immediate parallel and cross street, but does not guarantee the availability of a parking space (Example outside your own home).
5. Visitor Permit is only for use by a visitor, for private visits to a Residential property, and must be clearly displayed on the vehicle. The Visitor Permit is not to be used on vehicles owned by a resident. Failure to comply may result in further enforcement action taken against you.
6. Council must be notified if the vehicle is disposed of, a new application must be submitted for a new vehicle. If the owner moves from the area, the sticker is to be removed from the car. Where an applicant has established that he or she is a bona fide resident then any statement made by that resident in regard to previous or current permit holder for that premises, shall be accepted as a valid statement as to the status of that permit holder, permit will be cancelled and the new applicant will be issued with the permit.
7. Property owners may apply for a Tradesperson Permit if requiring to carry maintenance or clean ups.
8. The use of parking spaces may be suspended by members of the police force or by authorised council officers if deemed necessary.
9. Permits will not be issued to any vehicle with a GVM of or greater than 4.5 tonnes and/or more than 7.5 metres in length.
10. Permits will not be issued to buses, trailers, caravans, trucks, earth moving equipment
11. Commercial and industrial properties will not be considered, unless you live in a residence that is part of a business premises. (Proof required and subject to site inspection)
12. Permits are not valid in Shopping Strip areas which are sections of roads that have shops, businesses or other commercial premises located on them.
13. Permits are valid for 12 months from date of issue. Permit fees are not refundable. The issue and continued use of Parking Permits shall be at the absolute discretion of Council, and may be cancelled if the permit is found to be misused.
14. A fee is required for the replacement of lost/stolen visitor permits.
15. Permits do not apply to:

\* **OFF STREET CAR PARKS**

\* **SHOPPING STRIP (COMMERCIAL) AREAS**

\* **CLEARWAYS**

\* **TIME RESTRICTION LESS THAN ONE HOUR**

\* **NO STOPPING AREAS**

\* **LOADING ZONES**

\* **WHEN OTHER STATUTORY SIGNS ARE IN FORCE**

\* **WITHIN 10M OF AN INTERSECTION**