

**WHITLINGHAM COUNTRY PARK**  
**Whitlingham Lane, Norwich, NR14 8TR**  
**PERMIT APPLICATION – March 2021**

**If Paid by Company**

Company Name:.....  
 Contact Name:.....  
 Address:.....  
 .....  
 Post Code:.....  
 Tel No:.....  
 Fax No:.....  
 Mobile No:.....  
 Email: .....  
 Name of Permit User .....

**If Paid by Individual**

Mr.....Mrs.....Miss.....  
 First Name:..... Surname:.....  
 Address: .....  
 .....  
 Post Code:.....  
 Home Tel. No:.....  
 Work No:.....  
 Mobile No:.....  
 Email: .....

	Date Permit to Start	Car Make	Car Model	Car Colour	Car Registration No
1 <sup>st</sup> Vehicle	1 <sup>st</sup> April 2021				
2 <sup>nd</sup> Vehicle (optional)	1 <sup>st</sup> April 2021				

**Rolling Yearly Contract      April 2021 to March 2022**

**Payment Option: (Tick the required box)**

<p><b>BACS Payment - Yearly - £55.00 inc VAT</b> <input type="checkbox"/></p> <p>Please note: Payment via Bank Transfer once an invoice has been raised and issued to you by RCP Parking Ltd.</p>	<p><b>Cheque - Yearly - £60.00 inc VAT</b> <input type="checkbox"/></p> <p>Please note: Cheque to be made payable to <b>RCP Parking Ltd</b> and to accompany the application form.</p>
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Please tick to confirm you have read and agree to the Contract Parking Terms & Conditions

**SIGN HERE** \_\_\_\_\_

**DATE** \_\_\_\_\_



### **Displaying the Permit**

The customer is responsible for ensuring a valid parking permit is clearly displayed at ALL times on the front windscreen on the passenger side, so that details are clearly visible from the front of the vehicle.

All permits must be valid to date, photocopies are NOT acceptable, and the original permit sent to you must be on display. Failure to display a valid permit will result in a parking charge notice.

When on the car park the driver and vehicle are additionally subject to the General Car Park Terms & Conditions as displayed.

A valid permit allows the permit holder to park only in the car park(s) that the permit was issued for. A permit is not valid for all RCP Parking Ltd car parks. Parking in a car park with a permit for a different car park, and not displaying a valid ticket, will result in a parking charge notice.

### **Payment for Contract Parking**

Permits will not be issued until payment has been received in full.

### **Lost or Damaged Permits**

Lost or damaged permits will be replaced at an administration charge of £15.00 plus VAT per permit and your old permit cancelled.

### **Cancellation of Contract Parking by Customer ["You"]**

A permit cannot be cancelled at any time during the yearly contract. No refunds will be issued if you decide not to use your permit. You may cancel your permit at the end of the yearly contract (31<sup>st</sup> March) by giving notice to do so in writing or by email on or before the preceding 28<sup>th</sup> February.

### **Space allocation**

A valid permit does not provide a reserved space.

### **Other Conditions**

Changes to car details must be notified in writing or by email to RCP Parking Ltd.

Only one car listed on the application form may be parked at a time.

Any alteration to the permit will render it invalid and will result in a parking charge notice being issued and may lead to RCP Parking Ltd taking action against the vehicle owner for fraud.

The parking of vehicles more than 2.00 metres high, 1.83 metres wide or 4.8 metres long requires the prior consent of RCP Parking Ltd.

Breach of RCP Parking Ltd Terms and Conditions of Contract Parking may result in one or more of the following actions being taken by RCP Parking Ltd:

- Issue of a warning detailing the nature of the breach
- Issue of a parking charge notice
- Withdrawal of parking facilities
- Legal action to recover outstanding monies plus costs and interest