

The Council provides regular users of the car parks with the opportunity to purchase a season ticket. When a valid season ticket is clearly displayed in the vehicle there will be no need to purchase a ticket from the on-site Pay and Display machine at the time of the visit. The season tickets also offer significant discounts on the daily parking cost.

Procedure:-

1. A driver may purchase a season ticket by submitting a duly completed application form and subject to receipt of the charge currently in force. You can also apply and pay for a season ticket online.
2. The season ticket will apply to the specific car park associated with the application.
3. The season ticket will show the car park to which it applies together with the expiry date of the ticket.
4. This permit must be clearly displayed on the window screen of the vehicle when in the car park.
5. Vehicles displaying a valid season ticket are permitted to park within the car park to which the ticket applies without displaying a payment ticket and without time limit.
6. Season tickets are not vehicle specific, allowing the holder to use different cars with the same ticket.
7. Failure to display the season ticket will lead to the issue of a Penalty Charge Notice (PCN) as described in the Traffic Regulation Order currently in force on the car park.
8. The Leisure & Regulatory Services Group Manager reserves the right to limit the number of season tickets that are issued to best manage the operation of the car park.
9. Season tickets must be renewed in advance of the expiry of the previous ticket.
10. Season tickets will not be issued and valid without payment of the current charge.
11. The possession of a season ticket does not guarantee a parking space will be available.
12. Where the owner no longer requires the use of a 12 month season ticket, then it may be surrendered for a refund as per a sliding scale based on the number of months remaining on the season ticket. The ticket must be surrendered to the Council's Parking Team before the refund can be administered and a £5 administration charge will be deducted from the total amount refunded.

The Leisure & Regulatory Services Group Manager reserves the right to refuse to issue a Season Ticket where he considers the issue of a season ticket to be inappropriate and/or not in the best interests of his management of the car park.

CAR PARK:	PRICES		
	ANNUAL	QUARTERLY	MONTHLY
Station Road, Narborough	£450 (£45.00 x 10 months Direct Debit)	£150	£70
Wigston Road, Blaby	£150 (£15 x 10 Months Direct Debit)	£50	£20

Please note - if you require a season ticket on an annual basis and wish to pay monthly by direct debit, then the annual price will be divided over the course of 10 months.



**Car Park Season Ticket
Application Form**

I wish to apply for a Season Ticket for the following car park:

(Please state which car park you are applying for)

Please **CIRCLE** the following as appropriate and see attached sheet for prices:

I wish to purchase an: **Monthly / Quarterly / Annual** season ticket

Applicant's Name:-.....

Applicant's address:-.....

Post Code:

Email:-Telephone Number.....

I wish the Season Ticket to commence from.....

Please note that five working days are required to issue parking permits.

I understand that the Council may consider it necessary to restrict the number of season tickets that it issues for each car park and that the ticket applies solely to the car park for which it has been issued and does not guarantee a parking place.

I understand that the ticket must be clearly displayed and that failure to display it will lead to the issue of a Penalty Charge Notice (PCN) as defined on notices around the car park.

I understand that if I cancel the permit or require amendments to it, a charge of **£5** is payable to the council.

Please tick one of the options below according to which payment method you would prefer:

- I enclose a cheque payment of £ made payable to Blaby District Council
- I would like to pay by direct debit and have provided my details on the direct debit form

Signature:-.....

*The Council will also accept payment by Credit & Debit card. To minimise the risk of fraud, payment by card may only be undertaken either in person at the Council's Offices, or by telephone by calling **0116 272 7555**.*

The personal information you supply to Blaby District Council in this form will be processed in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (when in force). We may share this information with other council departments, local authorities, government departments or law enforcement organisations to improve service delivery or for the prevention or detection of crime and fraud where the law allows this. Further information on how we handle your personal information can be found here: <http://www.blaby.gov.uk/about-the-council/data-protection/data-protection-notice/>



Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the whole form including official use box using a ball point pen and send it to:

Blaby District Council
Council Offices
Desford Road
Narborough
Leicestershire
LE19 2EP

Originator's Identification Number

2 4 5 4 6 5

Name(s) of Account Holder(s)

Bank/Building Society account number

Branch Sort Code

Name and full postal address of your Bank or Building Society

To: The Manager Bank/Building Society
Address

Postcode

FOR 'BLABY DISTRICT COUNCIL.' OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society.

Instruction to your Bank or Building Society

Please pay 'Blaby District Council' Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with 'Blaby District Council' and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

Reference Number

Banks and Building Societies may not accept Direct Debit Instructions for some types of account

DD11

This guarantee should be detached and retained by the Payer.

The Direct Debit Guarantee



- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change 'Blaby District Council' will notify you 14 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by 'Blaby District Council' or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.