

All-zone Parking Permit Application



Complete this form in BLOCK CAPITALS and tick all of the relevant boxes. Post this form along with a cheque or postal order for the correct amount to **Permit and voucher applications, PO Box 75935, London, E5 5FA.**

☐ I am a first time applicant

☐ I am renewing my permit

Proposed permit start date _____

Existing permit number _____

Key points before you apply

- Parking permits are e-permits, so there is no need to display them in your vehicle
- There is no limit on the number of e-permits you can buy. Each e-permit can have up to 3 vehicles on it but can only be used by one vehicle at a time
- The vehicle can be a passenger vehicle or a goods vehicle, constructed or adapted for the carriage of not more than 12 passengers (excluding the driver)

Applicant details

Title (e.g., Mr, Miss, Ms, other)

Full name

Date of birth (dd/mm/yyyy)

Address

Post code

Contact number

Alternative contact number

Email

Organisation details

Name of organisation

Organisation phone number

Organisation billing preference (tick one)

☐ cheque/postal order

☐ external invoice request

If you have provided an email address, our permits department can use it to get in touch with you regarding any additional evidence requests or updates about your permit.

☐ Tick this box if you would like to receive any future correspondence **by email**

We can create an online account for you that will let you renew your permit and buy vouchers online, and receive email reminders about when your permit is due to expire. You will then be sent an email containing a link that will allow you to set a password.

☐ Tick this box, if you would like us to set up an online account

Please note that all fees and charges are reviewed annually and generally increase in line with the consumer price index.

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3. Vehicle details

You can add up to **three** vehicles on one permit, but the permit can only be used by **one** vehicle at a time. When filling in vehicle details below, **you must select the vehicle that you want to 'protect' from enforcement**. You may only have one vehicle protected at any time but you can change your protected vehicle as often as you need to via your online account.

Vehicle type:
Vehicle registration number:
Make and model:
Colour:
Fuel type: ☐ Petrol ☐ Diesel ☐ Fully electric ☐ Plug in hybrid ☐ Non plug in hybrid ☐ Other _____
Engine size (cc):
☐ Protect this vehicle

Vehicle type:
Vehicle registration number:
Make and model:
Colour:
Fuel type: ☐ Petrol ☐ Diesel ☐ Fully electric ☐ Plug in hybrid ☐ Non plug in hybrid ☐ Other _____
Engine size (cc):
☐ Protect this vehicle

Vehicle type:
Vehicle registration number:
Make and model:
Colour:
Fuel type: ☐ Petrol ☐ Diesel ☐ Fully electric ☐ Plug in hybrid ☐ Non plug in hybrid ☐ Other _____
Engine size (cc):
☐ Protect this vehicle

4. Supporting business case

Provide justification for why the car is essential for business use.

5. Self-certification

- ☐ By ticking this box I confirm that I understand that the permit I am applying for cannot be used solely for commuting to work
- ☐ By ticking this box I understand and accept that if the driver receives a Penalty Charge Notice they will be held accountable for payment of all charges incurred
- ☐ By ticking this box I can confirm that the vehicle(s) which I am applying for permit for are insured for business use

6. Permit

All-zone parking permits are priced according to CO2 emissions (for vehicles registered after 1 March 2001) or engine size (for vehicles registered before March 2001) and length of permit duration. Your emissions or engine size will be shown in the left hand column of your Vehicle Registration Certificate (V5C). In cases where multiple vehicles are listed on your permit, the cost of the permit is calculated based on the highest-polluting vehicle.

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Tick the relevant box for the permit required

Engine size/emissions		12 months
1	No local CO2 emissions	☐ £1,432.50
2	1-120g/km, 500cc or under*	☐ £1,944.50
	Diesel powered vehicles**	☐ £2,444.50
3	121-185g/km, or 501 - 1200cc*	☐ £2,455.00
	Diesel powered vehicles	☐ £2,955.00
4	186-225g/km or 1201 - 2000cc*	☐ £2,967.00
	Diesel powered vehicles	☐ £3,467.00
5	226g/km +, or 2001cc +*	☐ £3,670.50
	Diesel powered vehicles	☐ £4,170.50

*Where no information is held on a vehicle's CO2 emissions, the price will be calculated on engine size.

**Diesel surcharge - except RDE2 compliant vehicles will be £500 per year

If you think your vehicle is RDE2 compliant, email the parking permits team at

parking.permits@hackney.gov.uk. If you're eligible, the discount will start from the date you inform us.

7. Terms and Conditions

- e-permit holders can manage their e-permits via their Hackney parking account
- Only one vehicle can be protected from enforcement at any time
- All-zone parking e-permits enable the holder to park in any vacant on-street business permit holder's bay, resident, shared use or general use permit bays
- Vehicles must park entirely within the bay markings
- Your vehicle must have valid vehicle tax, a current MOT certificate and a valid insurance certificate
- The overall vehicle height must not exceed 2.27m (7'5"), the length must not exceed 5.25m (17'3") and the unladen weight must not exceed 3,500kg (7,716lb)
- All-zone e-permits cannot be used for filming purposes, if you are seen using one on set then you may be issued with a penalty charge notice. Any subsequent applications for parking e-permits will be declined
- The council reserve the right to cancel or refuse to issue all-zone e-permits if staff are abused or the permits have been obtained fraudulently
- We will not issue all zone permits solely for commuting purposes
- All-zone e-permits are not valid for parking on yellow lines, housing estates, private land or in pay and display bays, disabled badge holders bays, personalised permit bays (allocated to a single disabled driver that has passed a set criteria) or doctor's bays
- All-zone e-permits are not valid in suspended bays. This may result in a penalty charge notice being issued and your vehicle may be relocated or removed to the car pound
- No supporting documents are needed for the application of this permit
- Permits cancelled before their start date will receive a full refund
- Cancellations made on or after your permit's start date will be refunded for each full calendar month remaining on the permit from the date we receive your cancellation request, minus a £25.50 refund administration charge
- Permits with less than 3 months remaining will not receive a refund
- You can apply for a change of vehicle registration via your Hackney parking account. There is no administration charge for changing your vehicle, but you may have to make an additional payment if

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your replacement vehicle is in a higher charging band. Online vehicle change requests takes effect from the next day (subject to approval)

- If you are moving within Hackney, you can change your address via your Hackney parking account. There is no administration charge for this change. An online address change request takes effect from the next day (subject to approval)
- You can temporarily exchange your e-permit to a courtesy car or short term lease vehicle. There is no administration charge for changing your vehicle, but you may have to make an additional payment if your replacement vehicle is in a higher charging band. Please note, subject to approval, any vehicle change request takes effect from the next day
- If you have three or more unpaid penalty charge notices which are past the appeals stage, and are registered as a persistent evader, you will be refused a permit until you have paid the fines in full
- The Council considers fraud and attempted fraud to be an extremely serious matter and will not hesitate to take preventative, remedial or punitive actions against any person or organisation suspected of fraud or attempted fraud
- Permits remain the property of the Council and we reserve the right to withdraw any permit without giving prior notice or reason and your vehicle may be issued with a penalty charge notice or removed

☐ **Tick this box to confirm that you agree to the All-zone parking permit terms and conditions**

8. Payment options (do not send cash)

Tick the relevant box for the relevant payment option

☐	Cheque or postal order payable to 'London Borough of Hackney' for £ _____ Please write the vehicle registration number(s) and your name and address on the back of the cheque or postal order and enclose it with this application.
☐	External invoice request The purchase order number is _____

9. Declaration

- The information I have supplied for this application is true to the best of my knowledge and belief and

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- I make it in the knowledge that if any data provided is found to be false this will result in revocation of my All-zone parking permit.
- I understand and accept that I may be prosecuted if I have given any information in my application that I know to be untrue or false.
- I have read and agree to the All-zone parking permit Terms and Conditions
- I understand that my permit will become invalid in the case that the terms of use are breached and my vehicle will be subject to enforcement
- I understand that you may use the information provided on this form in line with the Data Protection Act 1998 and that it may be passed to other Council departments, the DVLA or any other bodies to help prevent and detect fraud

Print name _____ Date _____

Signature _____

10. Checklist

Please note that if your application form is incorrectly or partially completed or if incorrect documentation is provided, your application will be returned to you and the issue of your permit may be delayed. Make sure you satisfy the following criteria before returning your form:

- ☐ I have completed, signed and dated this application form
- ☐ I have enclosed a cheque/postal order for the correct amount (if applicable)