



RIBBLE VALLEY BOROUGH COUNCIL

please ask for: HEATHER YATES
direct line: 01200 414522
e-mail: parking@ribblevalley.gov.uk
my ref: HY
your ref:
date: As postmark

Council Offices
Church Walk
CLITHEROE
Lancashire BB7 2RA

Switchboard: 01200 425111
Fax: 01200 414488
www.ribblevalley.gov.uk

Dear Sir or Madam

APPLICATION FOR A LONG STAY CAR PARK PERMIT WITHIN THE RIBBLE VALLEY

Thank you for your enquiry regarding the Long Stay Parking Permits issued by Ribble Valley Borough Council. This permit entitles you to park in accordance with the current parking order on any of the Ribble Valley Borough Council managed long stay car parks at no additional cost (please see terms of use for further details). Permits cost £80.00 per year payable to Ribble Valley Borough Council. Permits are valid for a maximum of 12-months up to and including the expiry date shown on the permit.

If you wish to purchase a permit please complete and return the application form below along with your payment and signed copy of terms of use to:-

**Engineering Services, Council Offices, Church Walk, Clitheroe, Lancs, BB7 2RA.
Please allow sufficient time for your application to be processed.**

You should receive your permit within 10 working days. If you do not receive your permit within this time please do not hesitate to contact us.

PLEASE NOTE THAT A PERMIT APPLICATION CANNOT BE PROCESSED UNLESS A SIGNED COPY OF THE TERMS OF USE IS RECEIVED WITH YOUR APPLICATION AND PAYMENT.

Yours faithfully

**A Harper
Head of Engineering**

Detach here ----- Detach here

RIBBLE VALLEY BOROUGH COUNCIL
APPLICATION FOR PARKING PERMIT

Please use block capitals.

SURNAME..... FIRST NAME.....

ADDRESS.....

.....POSTCODE..... TEL NO

VEHICLE REGISTRATION NUMBER - PLEASE PRINT CLEARLY

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VEHICLE MAKE..... MODEL..... COLOUR.....

FOR OFFICE USE ONLY

Permit Number	Fee £80.00		Cheque Card No.	Receipt Number	Date
	Cash	Cheque			

Please make cheques payable to 'Ribble Valley Borough Council'

TERMS OF USE OF ANNUAL LONG STAY CAR PARK PERMITS.

1. THE PARKING PERMIT YOU HAVE PURCHASED ENTITLES YOU TO PARK FOR AN UNLIMITED PERIOD OF TIME ON ANY DAY ON ANY OF THE FOLLOWING LONG STAY CAR PARKS.
 - Chester Avenue, Clitheroe (does not include parking bays reserved for park & ride customers)
 - Holden Street, Clitheroe
 - Whalley Road, Clitheroe
 - Mardale Road, Longridge
 - Mitchell Street, Clitheroe
 - Barclay Road, Longridge
 - Slaidburn
 - Pope Croft, Ribchester
 - Sabden
 - North Street, Clitheroe
 - Chipping
 - Dunsop Bridge
2. The permit is self-adhesive and must be displayed on the passenger side front windscreen of the vehicle. This will aid identification by the Parking Attendant.
3. Failure to display your permit whilst using one of the above car parks will result in a contravention of the parking regulations and a Penalty Charge Notice may be issued.
4. Permits are valid for a period of 12 months up to and including the date of expiry shown on the permit.
5. In the event that you change your vehicle within the period to which the permit applies, an amended permit will be issued upon production of the old permit, and at a cost of £5 to cover administration costs.
6. Permits reported to be lost or stolen will not be replaced. It will be necessary to purchase a new permit at a cost of £80.00
7. Please note the date of expiry of your permit.
8. The permit does not include parking on short stay car parks.
9. The car parks are covered by the Ribble Valley (Off Street Parking Places) Order 2008 and Ribble Valley (Off Street Parking Places) (Dunsop Bridge) Order 2012.
10. The purchase of a permit does not guarantee the availability of a space on any particular long stay car park.
11. Permits may not be used in any other vehicle than the one whose registration number appears on it, nor are they transferable on a temporary basis to an alternative vehicle.
12. Permits are NOT available for any period less than 12 months.
13. Permits are NOT transferable to any other person.
14. Permits are NOT refundable.
15. Permits can only be issued for vehicles with valid tax and MOT certificates at the time of purchase.

I have read and agreed with the above terms of use and agree to abide by these terms.

Signed

Dated