

Terms and Conditions

- A permit will be issued according to the Zone you live in (details are on our website). The maximum number of permits allowed at any one property is TWO - this will be reduced if you have any off-street parking eg driveway or garage. Not all roads are eligible for a permit. If you are unsure what is the permit eligibility for your property please contact us at parking@rbwm.gov.uk before submitting the application for a Resident Permit.
- Your resident parking permit entitles you to park in resident permit holders parking bay within the zone for which the permit is issued.
- The granting of a permit does not guarantee that a space will be available. Parking is only allowed in the Zone your permit is validated for. The permit only entitles you to park in Resident Permit Holders Areas / Bays. Always check signage when parking your vehicle.
- When changing your vehicle it will be necessary for you to amend the details immediately on MiPermit online service. Please note your amendment request will have to be reviewed by the Council. In the meantime it is expected to use Visitor Vouchers/Permits, pay or find alternative parking.
- You are not allowed to park in a Suspended Parking Bay. This will result in enforcement action being taken.
- Goods vehicles exceeding 1500 kg, business vans , lorries and buses are excluded from the scheme. Also you cannot park trailers or caravans whether they are linked or stand alone in a Resident Permit Area. All vehicles must be able to fit into the markings of the bays or area.
- If your vehicle is off the road and you have a courtesy car or hire vehicle you can apply for Temporary Resident Permit on MiPermit online service. In the meantime it is expected to use Visitor Vouchers/Permits, pay or find alternative parking.
- If a property has been converted reducing the number of available parking spaces (converting garage) - then you will not be able to apply for a permit to replace the lost space.
- We are not able to issue a permit if the property has been excluded under a Section 106 Town and Country Planning Act 1990 agreement or if the property has been converted from commercial to residential under the permitted development planning rules.
- The vehicle must be roadworthy and have valid road tax and comply with the vehicle dimensions set out in the Local Traffic Orders

- The charges are non-refundable.
- If your permit is for Zones: E,F,G,H,I,J or K parking on the Guard Change Route will be prohibited between 9am - 12pm on the days of it taking place. Further information about the times of the [Guard Change](#).

This permit also allows you to park as follows:

Saturday / Sunday - Windsor Dials Car Park - 9am - 6pm

Monday - Sunday - All RBWM Council Car parks except River Street
- 6pm - 9am

- If there are outstanding Penalty Charge Notices issued to the vehicle the application is for the Council reserve right not to issue a permit to you or cancel existing one.

When making your application you will need to provide:

- Proof of ownership of the vehicle for new permits and changes of vehicle. For example:
 - DVLA form,
 - insurance document,
 - company letter,
 - lease agreement,
 - hire agreement,
 - purchase invoice.

The Council reserves the right to request at any time additional documentation proofing ownership of the vehicle or proof of residency

For example:

- Council tax bill,
- Tenancy / lease agreement,
- Recent utility / telephone bill,
- Schedule of motor insurance,
- Bank / building society or credit card statement

These documents must be dated within three months except the council tax bill which should be for the current year.

DECLARATION

The RBWM address registered to this account is my sole or main domestic residential address and the motor vehicle is solely kept by me within the RBWM and I am the main driver. I undertake to notify RBWM of changes that may affect the validity of my permit. I understand and accept that RBWM or its agent will use the information I have provided to satisfy itself that I am eligible for the permit and / or to detect fraud. I have read Terms & Conditions and I understand and accept the conditions that apply to the on street resident parking permit scheme. I declare that the information I have submitted as part of this application is true. I understand that making a false submission to obtain a permit is a criminal offence for which I may be prosecuted.