

RESIDENTS / BUSINESS PERMITS – Guidance Notes

How do I use the permit? The permit must be displayed inside the front windscreen of the vehicle to which it applies, with all details of the permit clearly displayed. The permit is only valid for the vehicle for which it is issued and is not transferable to any other vehicle.

When and where can I park my vehicle? A 'resident's permit' holder can park at any time, without further charge, up to the expiry date on the permit, within the zone named on the permit only, in the reserved areas marked by signs on street. The vehicle can also be parked without further charge between 5pm and 9am every day and all day Saturday and Sunday in the areas marked "Paycard 2 hour limit" or "Paycard 1 hour limit". The vehicle can also be parked in 'Doctors' Parking' bays within the zone shown on the permit between 6pm and 8am without further charge. The vehicle may be parked in the Paycard areas at other times, for up to the time limit shown on the signs, provided the normal paycard is displayed.

Business permits entitle the holder to park in the places referred to in the preceding paragraph except that the period of validity of the permit is confined to the period between the hours of 8 a.m. and 6 p.m.

Possession of a permit does not guarantee the availability of a parking space in the zone.

The only Residents Parking areas in public car parks are spaces marked "Residents Permits Only At All Times" in the People's Park car park.

What if I change my vehicle? You must return your permit, together with a copy of the registration document for the new vehicle, in order to obtain a replacement. There will be no additional charge.

What if I move out of the zone? Subject to a fee of £10, a proportionate refund may be obtained for the remaining period of the permit.

What if I change address within the zone? If you move within the zone you must advise the Town Hall of your old and new address and your permit number and provide the necessary proof of residence as detailed above.

What if my permit is lost, stolen or damaged? You need to apply, with a covering letter, for a replacement and return the existing permit, if it is available. If a lost or stolen permit is subsequently recovered it must be returned to the Town Hall immediately. Whenever a permit is renewed or replaced, applications are made in the same way and on the same form as for the original permit. The same proofs of eligibility must be provided. There will be a charge of £10 for every renewal or replacement permit issued.

Allocation of Permits Preference will be given to holders of a disabled person's badge.

Vehicles without a Residents parking permit may park: -

- in a public car park at any time provided that the relevant Paycard/Season Ticket is displayed or;
- in the zone - in the 1 hour and 2 hour paycard areas on street, 9am – 10pm every day, provided that a paycard is displayed for the duration of your stay.

If your vehicle does not have a permit and you consider it to be essential to park in a reserved area you may apply, in writing, to the Connétable at the Town Hall, for written permission. A special permit may be issued, at the discretion of the Connétable.

IT IS AN OFFENCE TO ALTER OR FORGE A PERMIT OR TO DISPLAY AN INVALID PERMIT - OFFENDERS WILL BE PROSECUTED.

Additional information and permit application forms are available from the Town Hall, St Helier.

9/11/07