Operational Commercial Vehicle
Manly Parking Stations 2026/2027

northern beaches council

If you need help lodging your form, contact us			
Email	parkingoperations@northernbeaches.nsw.gov.au		
Phone	1300 434 434		
Customer Service Centres	**Manly** Town Hall, 1 Belgrave Street, Manly NSW 2095	**Dee Why** Civic Centre, 725 Pittwater Road, Dee Why NSW 2099	**Mona Vale** 1 Park Street, Mona Vale NSW 2103

Office use only	
Form ID	4102
TRIM Ref.	2019/289393
Last updated	June 2026
Business unit	Transport and Civil Infrastructure
Application no.	

Privacy Protection Notice	
Purpose of collection	For Council to provide services to the community
Intended recipients	Northern Beaches Council staff
Supply	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction	Please contact Customer Service on 1300 434 434 to access or correct your personal information

Part 1: Applicant details

Title	Mr ◯ Mrs ◯ Ms ◯ Other:		
First name			
Last name			
Company name *(attached business card if relevant)*			
Address			
		Postcode	
Phone		Mobile	
Email			
Make		Model	
Vehicle registration no.		Vehicle colour	

Part 2: Eligibility criteria and fees

The business must be registered to a Northern Beaches address
The site must be within 2 km of the carpark (Manly Parking Station)
The vehicle must be registered in the applicant's name or permission to use said vehicle on business letterhead paper provided by the company
The vehicle is necessary for the operation of the commercial practice, e.g. not to commute

Fee		$32 per day
Replacement card		$50
Days to be specified for the card to be active (Saturdays and Sundays. Excludes weekday Public Holidays. Must be the applicant's working days)	◯ Saturday	◯ Sunday

Note: 0.5% payment card surcharge applies to both credit/debit card payments until 1 October 2026.

Part 3: Verification and documentation

Please note that to apply for a this access, you must also supply:		
Current vehicle registration papers for the vehicle to which the reservation will apply. (The vehicle must be registered in your name and at your address)		◯
If the vehicle is leased, please provide a letter detailing that you are the sole user of the vehicle on the business letterhead.		◯
You must verify your Northern Beaches business address by providing copies of current documents for the list below:		
Documentation that work site is located within 2km of carpark		◯
◯ Business registration document	or	◯ Statutory Declaration
N.B. If mailing your application, please do not mail original documents.		

Part 4: Terms and Conditions

Council is unable to guarantee a parking space, however, on the rare occasion the car park is full, please wait for a space to become available.

- Top up cards will be given to account holders for access to a Manly Parking station and access will be allocated based on availability.
- The top up card is only valid on Saturdays and Sundays. Excludes weekday Public Holidays.
- The top up card must only be used on the agreed days per week (must be the days that the applicant works)
- The fee is $32 per day
- Top up card holders must abide by the conditions of entry displayed at the carpark entrance
- Refunds will not be issued if the applicant chose to pay on their top up card when cheaper on casual day rates. Refunds will not be offered for unused credit on a top up card.
- Top up card holders shall be required to pay a fee of $50 (incl. GST) for the issue of their top up card and another $50 for the issuing of replacement cards in the event of the original being damaged, destroyed or lost.
- The top up card is not transferable
- The fee is for the day regardless of how many times you enter the carpark. If you stay for less than two hours, parking will be free. Please note: if you enter the carpark within 3 hours, you will be charged the day rate regardless of how long you stay. However, this fee will not exceed $32 in one day.
- The card holder must ensure there is enough credit on their top up card. Account balance and top up facilities are available at the autopay machine.
- These conditions and fees may change without notice. Fees are subject to an annual increase each financial year, please check Council's website for current fee.

Part 5: Applicant declaration (please tick)

I declare that:			
My business site is located within 2km of the Manly carpark			◯
The information I have provided on this application is true and correct in every detail.			◯
I have read and understood the conditions of use in Part 4 above and agree to abide by them.			◯
I have provided the documentation outlined in Part 3.			◯
I understand that failure to adhere to any conditions may result in compliance action, including penalty notices or the cancellation of the top up card.			◯
I understand that no refunds will be given on any unused credit.			◯
Applicant name (please print)			
Applicant signature		Date	

Part 6: Parking Operations Team only

Card number		**Collected by**	
Signature		**Date**	
Carpark attendant			