



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
	Avalon 59A Old Barrenjoey Road Avalon Beach NSW 2107

Office use only	
Form ID	4103
TRIM Ref	C001977
Last Updated	September 2020
Business Unit	Transport and Civil Infrastructure

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: Contact Details

Title	<input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Ms <input type="radio"/> Other:		
Account Name			
Business Name			
User Name (if different from above)			
Address			Postcode
Phone		Mobile	
Email			
Car Registration Plate Number			
Car Make/Colour			
<p>Please note: If the application is made by a Company/Business, the Company/Business name should be provided and the form signed by a duly authorised Manager of the Company/Business.</p>			

Part 2: Type of Permit

* Account holders will be invoiced for short term pre-paid parking and Council will direct debit the agreed amounts (quarterly or annually) for long term pre-paid parking.

Type	Description	Fee	Payment Method
Pre-paid parking - Short term	Each day up to 1 week	\$8.00 per day	Invoice
	Each day after 1 week - 2 weeks	\$7.50	Invoice
Date From		To	
Type	Description	Fee	Payment Method (Select One)
Pre-paid parking - Long term	7 days	\$100.00	Direct debit - per month
PCYC overnight parking permit	7 nights (entry after 5pm, exit before 8am)	\$50.00	Direct debit - per month

Days must be specified for the access to be active (Monday to Sunday including Public Holidays):									
Mon		Tues		Wed		Thu		Fri	
Sat		Sun							

Part 3: Conditions - PCYC Parking Station

Pre-Paid Parking 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.
<ol style="list-style-type: none"> Once an application is received and approved, accounts holders will be invoiced for short term pre-paid parking and Council will direct debit the agreed amounts (quarterly or annually) for long term pre-paid parking. This is in accordance with the application details until a cancellation notice is received by Northern Beaches Council in writing (5 business days). Access to the carpark is granted by vehicle licence plate recognition. Account holders must abide by the conditions of entry displayed at the Car Park entrance. Access is granted for the nominated vehicle. Access can only be used on the nominated agreed days per week. Access is not transferable and adjustments are not made for non-use due to holidays, sick leave or any other such period. If your vehicle registration is not recognised upon exit, please push the intercom button or alternatively phone the number on the exit unit. Failure to pay your account with the prescribed period will result in the access being cancelled. No refunds or credits will be given under any circumstances. These conditions and fees may change without notice. Fees are subject to an annual increase, please check Council's website prior to 1 July.

Part 4: Declaration

I hereby declare that the information contained in this application is true and correct and that I/we will abide by the terms and conditions relating to the issue of this access.			
Full Name			
Signed		Date	
If Company or Business, provide Title of Signatory.			

Parking Operations Team Only			
Carpark Attendant		Date	

<p>Please complete Council's Pre-paid Parking Direct Debit Request form and submit with this application form at one of Council's Customer Service Centres or alternatively to parkingoperations@northernbeaches.nsw.gov.au. The Pre-paid Parking Direct Debit Request form can be found on Council's website at www.northernbeaches.nsw.gov.au.</p>
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