

# Resident's Parking Permit Application: Minehead

Telephone enquiries: 0333 999 8889

Email: [Somerset@parkingenquiry.co.uk](mailto:Somerset@parkingenquiry.co.uk)

Residents' on-street parking permits are available for twelve months from the date of issue for residents residing in Quay West/Street, Minehead.

Whilst a parking space cannot be guaranteed, permits offer a substantial saving and the convenience of not having to find change for pay and display machines.

## How to Apply

Please complete the application form attached to this leaflet and return the form, along with the appropriate payment to:

Somerset County Council  
PO Box 705  
Oldham  
OL1 9NF

Payment can be made by cheque or postal order and should be made payable to Somerset County Council.

***We are unable to process new permit applications over the telephone. Permit applications are normally processed within 5 working days from receipt of application, This may take longer depending on current processing.***

Permits Available		
Permit Type	Duration	Price
<b>QRS</b> Available for permanent residents of Quay West & Quay Street, Minehead. These permits are valid in Quay West and Quay Street only for <b>ONE</b> vehicle only.	12 months	£8.00
<b>QR</b> Available for temporary residents or visitors of permanent residents of Quay West & Quay Street, Minehead. These permits are valid in Quay West and Quay Street only for <b>ANY</b> vehicle.	12 months	£35.00

The permit is only valid for the parking area(s) shown on the permit. A Penalty Charge Notice may be issued to your vehicle if a valid parking permit or machine ticket is not correctly displayed in accordance with the terms and condition

## **Residents Parking Permit Application: Minehead - Terms and Conditions**

1. Applicants for residents parking permits will only be accepted from permanent residents of Quay West or Quay Street Minehead.
2. Only one registered vehicle is permitted on QRS parking permits.
3. QRS permits are not transferable to other vehicles.
4. Permits do not guarantee you a parking space in any of the locations.  
It is therefore in your interests to support our efforts to combat permit fraud and to report any suspicious circumstances to us.
5. Use of a permit is subject to compliance with the provisions of Somerset County Council parking orders.
6. The QRS permit is only valid in the vehicle of the registration number(s) stated. A permit is only valid when clearly displayed with a valid Road Fund Licence (car tax).
7. QR temporary permits are only valid for the vehicles of visitors to or temporary residents at the address that the permit is issued to.
8. Each permit has a unique serial number and other security features that will be recorded against your details. Should we find that a permit issued to you is being used fraudulently then we will cancel the permit and not supply you with a replacement.
9. Permits must be clearly displayed and adequately secured in the front windscreen of the specified vehicle at all times. Failure to display could result in a Penalty Charge Notice being issued for which you will be liable.

### **Proof of Eligibility is required**

As Resident Parking Permits show the vehicle registration number, and Visitors Permits show the first line of your address, you will need to provide:

- 1 Proof of residence less than 3 months old, (in the form of a recent utility bill, official rent book showing your address or bank statement.)
- 2 For QRS type permanent Resident Parking Permits:  
A copy of the Vehicle Registration Document (V5)\*

\* If the Vehicle Registration Document is not in your name you must provide a signed letter from the registered keeper confirming that you are the **sole user** of the vehicle.

If the vehicle is registered under a company name you must provide a letter on the company headed notepaper confirming that you are an employee and **sole user** of the vehicle.

**Photocopies of supporting documents are acceptable and will be returned if accompanied by a stamped address envelope.**

# Parking Permit Application

WWW.SOMERSET.GOV.UK



Tick (✓) please complete in BLOCK capitals  
**(Complete all sections; incomplete applications may cause a delay in processing)**

Tick	<b>Application Type</b>			
	First Time Application			
	To renew an expired permit			
	Change of vehicle <b>(Previous permit must be returned with this application)</b>		£5 admin charge will apply	
	Lost, Stolen, Damaged Permit		£5 admin charge will apply	
Tick	<b>Permit Type</b>	<b>Duration</b>	<b>Price</b>	<b>OFFICE USE ONLY:</b>
	QRS Resident Quay West/St	12 months	£8.00	
	QR Temp. Resident Quay West/St	12 months	£35.00	
<b>Vehicle Details (not required for QR Temporary)</b>				
Registration Number:		Make, Model & Colour:	Engine Size:	Fuel Type:
<b>Personal Details</b>				
Title:		Full Name:		
Address:				
Telephone - Home:		Mobile:		
Email address:				

## Declaration

I have read and understood the Terms & Conditions regarding permit use and agree to be bound by them whilst using a parking permit. Where residential status is stipulated I confirm I meet all listed conditions. I will inform the Council of any changes to the details I have provided.

Print Name:	Signature:	Date:
-------------	------------	-------

**Don't forget to include the required proof of residence and vehicle details with your application – see terms and conditions.**

**Permits will be posted to you within five working days of receipt of the permit application.**

### DATA PROTECTION ACT 1998

In accordance with our responsibility under the Data Protection Act 1998, you should be aware that the personal information you are giving, will be held and may be passed to other services of the council, so that you are provided with the best possible support. We will not pass your personal information to any external individuals or organisations unless there is a legal obligation to do so.

