

# DURHAM COUNTY COUNCIL

## APPLICATION FOR CIVIL ENFORCEMENT AREA PARKING WAIVER

**Please note:** Applications **must** be received a minimum of **7 DAYS BEFORE\*** the Waiver start date.

Waivers are issued at a cost of **£20.00 per day**.

\* Office working hours are Monday – Friday, 8.00am – 6.00pm

### PLEASE READ THE ATTACHED TERMS & CONDITIONS BEFORE COMPLETING

Company Name:		Contact Name:	
Contact Telephone Number:		Company Address:	
Company Email Address:			
Vehicle Registration Number (essential):	Vehicle Make (essential):	Model (essential):	Colour:
Reason for Waiver (please specify):			
Name of Road:		Actual address where work is to be carried out:	
<b>WAIVERS WILL <u>NOT</u> BE ISSUED FOR LONGER THAN 7 DAYS</b>			
Date Required:	From:	To:	
Any other relevant details:			

**Please Note:**

Without displaying the Waiver your vehicle is **NOT** entitled to parking at the requested location.

All Waivers **will** be monitored to ensure they are being used in accordance with the agreed criteria. Waivers only entitle a vehicle to park on **single or double yellow lines**.

Any misuse may lead to the issue of a Penalty Charge Notice (PCN) and the withdrawal of the Waiver without further notice or refund of any payments made.

**PLEASE FAX TO: - 0191 384 6846**

or

**Return to: The Parking Shop, Suite 1, Forster House, Forster Business Centre, Finchale Road, Framwellgate Moor, Durham, DH1 5HL**

or

**EMAIL TO: Permits.Durham@NSLServices.co.uk**

**I have read and accept the above statement:**

**Applicants Signature:**

**Print Name:**

**Date Applied for:**

\* Office working hours are Monday – Friday, 8.00am – 6.00pm

**For Office Use Only**

<b>Site Check by:</b>	<b>Signature:</b>	<b>Print Name:</b>
<b>Waiver Approved</b>		
<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>		
<b>Reason for Rejection:</b>		
<b>Signed:</b>	<b>Print Name:</b>	<b>Date:</b>

**Data Protection Act 2018**

Durham County Council complies with all relevant statutory obligations. Personal information processed by the Council will be handled in accordance with the Council's privacy statement, which can be accessed here <https://www.durham.gov.uk/dataprivacy>.

Parking Services' privacy notice provides more specific information on the data collected and how it is handled, a copy of which can be accessed here <https://www.durham.gov.uk/media/24844/Privacy-notice-parking/pdf/PrivacyNotice-Parking.pdf>.

If you have any concerns about how your data is handled, please contact either the Data Protection Officer at [DPO@durham.gov.uk](mailto:DPO@durham.gov.uk) or the Information Commissioner's Office [casework@ico.org.uk](mailto:casework@ico.org.uk).

## **PARKING WAIVERS**

### **TERMS & CONDITIONS OF USE**

- Parking Waivers will only be granted in exceptional circumstances and are not intended to provide “convenience parking”. They will not be issued where legal parking is available in the immediate vicinity or nearby.
- The Parking Waiver must be clearly displayed in the front windscreen of the vehicle for which it is issued, so to be clearly visible to a Civil Enforcement Officer (CEO) from the outside of the vehicle. Failure to do so may result in the issue of a Penalty Charge Notice.
- The Parking Waiver will only be valid for one vehicle at a time. If more than one vehicle is required on site then a separate Parking Waiver for each vehicle should be obtained.
- The vehicle is only permitted to park at or near the address stated. The Parking Waiver does not guarantee the vehicle a place to park at/on a specific location or part of the public highway. Where a suitable location to park adjacent to the property is not available, a Parking Waiver will be issued for the next suitable location following highway guidelines. Durham County Council is not required to provide on-street parking for all vehicle to park in the vicinity of their location or work.
- The vehicle must not cause an obstruction to the other road users or pedestrians and must not be parked (wholly or partly) on the verge or footway. All verge way or footway parking is strictly prohibited. Materials or goods must not be deposited on the footway or public highway nor passed across any part of the footway or public highway in such a way as to interfere with other vehicles or pedestrians. Parking Waivers only apply to single and double yellow lines and do not allow parking in bus stops, taxi ranks, school keep clears, disabled bays or where a loading ban applies.
- A Parking Waiver is only valid for the vehicle for which it is issued. If the Parking Waiver is placed in a different vehicle to the one stated on the waiver or if the waiver is changed or altered in any way then it will be deemed invalid and a Penalty Charge Notice will be issued to the vehicle.
- The vehicle must be moved on the request or instructions of a Police Officer, Civil Enforcement Officer, Durham County Council Officer or utility Company Contractor in the course of their contracted works. If the vehicle is requested to move, Durham County Council are not required to offer any compensation or alternative parking place. If it is deemed necessary a Parking Waiver may be withdrawn without notice by Durham County Council on the instructions of Durham Constabulary or Durham County Council’s Environmental service. Your contact details will be used in this instance to inform you.
- Civil Enforcement Officers employed by Durham County Council will conduct inspections during the operation of the Parking Waiver to establish the vehicle is being used for the purpose that the waiver was issued.