

PARKING APPLICATION
DISABLED PERSON'S PERMIT

When printing this form please print two sided if possible

Price: £NIL

Notes to applicants:

1. You must own a valid Blue Badge and be a member of staff or student at the university.
2. As Blue Badge holder you must be present in the vehicle. Where a second vehicle is specified proof of ownership will be required for both vehicles.

You must produce your Blue Badge for verification purposes at the Campus Facilities Management Office (see next page) for your application to be processed. A photocopy will be retained on file.

Permit Conditions – IMPORTANT ACCEPTANCE OF CONTRACT PLEASE READ

1. The permit is valid in all university car parks for the vehicle(s) specified on the permit disc and will expire on the same date as the associated Blue Badge. You must notify vehicle changes to travel@gre.ac.uk. Your old disc will be exchanged.
2. The permit disc must be clearly displayed in your vehicle windscreen whilst parked on campus. The relevant Blue Badge must also be displayed on the vehicle dash.
3. If you use a temporary replacement vehicle you must notify travel@gre.ac.uk.
4. You are subject to the car park terms and conditions for the campus being used. These may be varied from time to time and are displayed in notices in the car parks, at the car park entrance, and published online. Where terms and conditions are breached a Parking Charge Notice of up to £60 may be issued.
5. Knowingly supplying false information, misuse of the permit, or misuse of the Blue Badge may lead to the permit being withdrawn and possible use of disciplinary action.
6. There is a £10 administration fee for replacing lost permits.
7. You may cancel the permit by e-mail to travel@gre.ac.uk and return the disc to the Transport Office, Aragon Court, Avery Hill Campus.
8. The permit disc remains the property of the university and must be returned to the university if requested.

I agree to the above.

Signed:

Date:



**DISABLED PERSON'S PERMIT
APPLICANT DETAILS**

Please print clearly	Vehicle 1	Vehicle 2 (Owned by applicant – proof required)
Full Name		
Staff / Student (please state)		
ID Number / Employee No.		
School / Office		
E-mail		
Mobile No.		
Vehicle Registration		
Make & Model		
Colour		

Information provided is kept in accordance with the Data Protection Act 1998 and will only be used by the university in relation to management and administration of parking.

Please tick applicable box:

New application Vehicle / details change

Signed: **Date:**

[Please also sign first page]

<p>Please send or take this completed form to: Transport Office, Avery Hill Campus, Avery Hill Road, Eltham, London SE9 2UG E-mail: travel@gre.ac.uk</p> <p>You must also <u>produce your Blue Badge</u> at the Facilities Management Office 9am to 5pm as follows: Avery Hill: Flat 51, 2nd Floor Aragon Court, Southwood Site (or report to Flat 46 Ground Floor) Tel. 020 8331 9598 Greenwich: QA059, Ground Floor, Queen Anne Building Tel. 020 8331 7701 Medway: P027, Ground Floor, Pembroke Building Tel. 020 8331 3039</p>

FOR OFFICE USE ONLY

Date application received:		Blue badge, copied and authorised:	
Disc No. assigned:		Date issued:	
Issued by:		Database updated:	

22-09-14

