

Application for Coastal Parking Season Ticket



Please write clearly in ink and in block capitals

Name: _____
Address: _____
_____ Postcode: _____
Contact Number: _____ email _____

An annual pass will cover two motor vehicles registered at the household address above.
But only one vehicle will be able to use the pass at any one time.

Vehicle registration number: _____
Make: _____ Model: _____
Vehicle registration number 2: _____
Make: _____ Model: _____

Parking Season Ticket applied for:

- 12 months (£40)
- Replacement – new vehicle / new registration number (Free)
Please return your existing parking season ticket for a replacement
- Replacement of missing, lost or stolen parking season ticket (£10)

To commence from - _____

You must abide by the rules and regulations stipulated within this application and on the parking notice/tariff board of each car park .

Declaration

I have read the regulations and conditions of issue printed on the enclosed sheet and I declare that I shall abide by such conditions and regulations and any additional regulations which may from time to time be laid down by East Lothian Council.

Signature: _____ Date: _____

For Office Use Only

Season Ticket Number: _____ Expiry: _____

Date of Issued (replacement): _____ Receipt No: _____

Please tick box if application and payment was made by telephone

Please Note: Incomplete or unreadable forms will not be processed.

**PLEASE ENSURE YOU READ AND UNDERSTAND THE CONDITIONS
BEFORE COMPLETING THE APPLICATION**

CONDITIONS

1. The parking season ticket holder must abide by the conditions listed and by the rules and regulations of each car park as stipulated on the tariff notice board.
2. The parking season ticket can only be used by the vehicle registrations shown on the card and is not transferable.
3. Possession of a valid season ticket does not guarantee the availability of a parking space.
4. Where a replacement parking season ticket is required as a result of a new vehicle or changes to the registration details, the original season ticket must be returned with a completed application form.
5. Lost or missing parking season tickets will be replaced at a charge of £10 together with a duly completed application form.
6. Details contained on the parking season ticket must be displayed on the windscreen of the motor vehicles or motor cycles to which it relates and be visible from the outside of the vehicle. Failure to clearly display a valid parking season ticket may result in the issue of a penalty charge notice.
7. The Authority will not refund any unexpired months remaining on a parking season ticket.
8. Responsibility for applying for renewal of the parking season ticket rests with the holder.
9. The parking season ticket is issued subject to the rules and regulations, as laid down by the Council and may be withdrawn by the Council if there is a breach of such rules and regulations. These rules and regulations may from time to time be amended.
10. The Council retains the right to refuse to renew a parking season ticket where the holder has persistently contravened the conditions and regulation of use or has wilfully prevented or obstructed the Council from undertaking its duties.

PAYMENT

In person

Local Area Offices in Haddington (Court Street), Musselburgh (Brunton Hall), Tranent (George Johnston Centre), Prestonpans (Aldhammer House), Dunbar (Bleachingfield), North Berwick (School Road). Payment must be made at the time of application. A temporary ticket will be issued and season ticket will follow within 10 working days.

On-line

www.eastlothian.gov.uk > Pay for It

Season ticket will be posted out within 10 working days of application and payment on-line.

By Post

Send your completed application form and cheque made payable to: 'East Lothian Council' to:
East Lothian Council, Road Services, John Muir House, and Haddington, EH41 3HA. Do not send cash or card details through the post. Season ticket will be posted out within 10 working days after cheque has been processed and paid.