



## All Business Permits Conditions of Use 2019-20

1. All parking permits remain the property of the Council at all times. Permits may be cancelled in the event of repeated misuse, or if false information was given on the application form. Any permit which is cancelled must be returned to the Council.
2. The permit is transferable for use to vehicles for which registration numbers are printed on the face of the permit (max 3 registrations). If you change your vehicle(s) you must notify the Council and return your old permit. A corresponding permit for the new vehicle(s) will be issued after completion of a new application. An administration charge of £15.00 will be made when issuing replacement Parking Permits.
3. The original permit must be displayed in the windscreen of the vehicle it is being used on, clearly displaying the face of the permit detailing the expiry date and vehicle registration number(s) so that it can be inspected by the Civil Enforcement Officer. If a permit is valid for more than one vehicle it is the responsibility of the driver to ensure that the original permit has been transferred to the vehicle that is to be used. Copies must not be made and will not be seen as valid parking permits.
4. General restrictions on the use of the Council's Pay & Display car parks, imposed by the Craven District (Off-Street Parking Places) and (Consolidation) Order 2017 and any subsequent amendments, apply to permit holders.
5. Subject to these general restrictions, the permit allows one vehicle (as detailed on the face of the parking permit) unlimited parking during the charging hours (9am to 6pm on every day of the week, including Sundays and Bank Holidays) at the Craven District Council Car Parks detailed on the face of the permit.
6. A parking permit does not guarantee a parking space at any time.

**Please note:** If you do not comply with rules about displaying parking permits or use the permit on the car parks that it was purchased to be used at, the permit will not exempt you from having to pay at the meter for parking. You will then be subject to the usual penalties (Penalty Charge Notice) unless you pay for and display an ordinary ticket.

## Conditions of Use if paying by Direct Debit Mandate

1. The Direct Debit Mandate will be sent to the Bank/Building Society which is detailed on the mandate form.
2. Craven District Council Payment will take payment from your Bank/Building Society account on or around the 21st of each month and it is your responsibility to ensure that there are sufficient funds in the account. If payment is refused by the Bank/Building Society, the council may make an administrative charge (£15.00) for chasing up the missed payment and may require you to pay the full amount outstanding to enable continued use of the permit. Persistent failure to collect the Direct Debit may result in the permit being cancelled and a Penalty Charge Notice being issued unless a valid Pay & Display ticket is displayed.
3. A fresh Direct Debit Mandate will be required should you change Bank/Building Society.
4. Confirmation of the amount and date of collection will be provided within 10 working days from date permit is issued. If there are any changes to the amount, date or frequency of your Direct Debit, Craven District Council will notify you 10 working days in advance of your account being debited or as otherwise agreed.
5. Please do not instruct your Bank or Building Society to cancel the Parking Permit Direct Debit until you have received confirmation from Craven District Council that all payments relating to your Parking Permit are up to date.
6. Where payment is by Direct Debit, no refund for part months will be given should the permit be cancelled before the original expiry date shown on the permit.
7. In the event of cancellation, an administration fee of £15.00 is payable, together with any outstanding monies to bring the account up-to-date.