



# DISABLED PERSONS PARKING SCHEME ORGANISATION APPLICATION



## Statement for completion by organisations- \$10.00 fee to accompany application

*Please note: A permit will not be issued unless all details on the application are completed.*

### 1. Organisation name

	<b>OFFICE USE ONLY</b>
	Issue Date: ..... / ..... / .....
	Expiry Date: ..... / ..... / .....
	Permit Number:

### 2. Name of an individual who will take responsibility for the use of the parking permits

### 3. Address

### 4. Telephone number

### 5. Types of disability experienced by the passengers regularly transported by your organisation

### 6. Types of appliances used for support to aid the passengers

### 7. For what purpose is the permit to be used?

**NB: Should your organisation require more than one label, please justify your claim in writing on company letterhead.**

### Declaration

I make this declaration in the belief that all the information provided on this form is, to the best of my knowledge, true and correct. I am aware that false declarations can result in the cancellation of the permit and may be punishable by law. I will fully comply with the "Conditions of Use" for the permit. If my circumstances change in any way likely to affect my eligibility for the permit, I will notify Colac Otway Shire within fourteen (14) days. I further agree that the permit remains the property of the Colac Otway Shire and I will return it within seven (7) days of its expiry or if notification of such return is given or posted to me or my agent.

**Applicant signature**

**Date**

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**Applicant name** *(please print)* \_\_\_\_\_



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## APPLICANT / AGENT HAS THE RESPONSIBILITY TO READ CAREFULLY CONDITIONS OF USE

- The parking entitlements applicable to the permit apply anywhere in Victoria. Reciprocal arrangements between states which have been agreed to be the Australian Transport Advisory Council also apply;
- The permit **MUST** have the expiry date and permit number clearly visible from the out side of the vehicle.
- When requested by an authorised officer, a driver using the permit must:
  - State his / her name and address;
  - Produce his / her driver's licence;
  - Produce the relevant disabled persons' permit;
  - Show proof the he / she or a passenger in the vehicle is the permit holder and;
  - Move the vehicle from the reserved place; if the officer deems that the permit is invalid or that there is insufficient proof that the driver or a passenger in the vehicle is the permit holder.
- A driver using the permit must either be the permit holder or must be parking the vehicle for the convenience of the permit holder who needs to enter or leave the vehicle.
- The permit remains the property of the issuing council, and must be returned within seven (7) day upon;
  - Change of disability status;
  - Death of the permit holder;
  - Notification of such return being required.
- An organisation may hold more than one permit but must justify in writing to the council the number of permits required or any increase / decrease in the number of permits required. An organisation may also hold a trip specific permit.



**CATEGORY ONE** a permit holder (driver / passenger) is entitled to park a vehicle in a bay reserved for disabled motorists only, for the specified time only, or may park a vehicle in any ordinary area or bay for twice the time as specified on the sign (upon payment of an initial parking fee, if applicable).  
(White permit with **blue** printing)

### DRIVER PLEASE NOTE

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- As it is the obligation of the driver of the vehicle to ensure a valid Permit is used; any Parking Infringement Notice issued in respect of a vehicle where a valid permit was not displayed on the vehicle, or where the permit displayed is expired, or, where the Permit displayed has become unreadable from the outside of the vehicle is **unlikely to be withdrawn**.
  - If the permit is lost or stolen, you must show Council adequate proof, eg. a copy of the Police Report and/or complete a Statutory Declaration.
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**If you do not understand any information in this documentation or on the form please contact the Colac Otway Shire on 5232 9400.**



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## LIST OF VEHICLES IN WHICH PERMIT WILL BE USED

*Please note: A permit will not be issued unless vehicle details are provided.*

Organisation Name: \_\_\_\_\_

Vehicle registration	State of registration	Vehicle make	Vehicle model	Colour