

# BUSINESS CAR PARKING SEASON TICKET APPLICATION FORM

Business season tickets are valid Monday to Friday 7am to 8.30pm.

(In accordance with an Order made under the Road Traffic Regulation Act 1984)



Please tick to show which car park you would like to use

Queen Anne	<input type="checkbox"/>	Grafton East	<input type="checkbox"/>	Castle Hill	<input type="checkbox"/>
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## Business Details

Business Name	
Business Address in Cambridge	
Business Head Office Address	
Address where payment advice is to be sent	
Telephone Number	
Email address of main contact	

## Details of Season Ticket Holder

Name					
Max. of 3 car details. Please indicate which one is "nominated vehicle" by ticking box at end of row and supply copy of that V5 document.	MAKE	MODEL	ENGINE SIZE	REGISTRATION	V5

**A COMPANY MANAGER MUST SIGN THE DECLARATION AGREEING TO TERMS AND CONDITIONS PLEASE SEE OVER**

Please return application form, direct debit form and vehicle V5 document to:  
**Cambridge City Council, Parking Services, PO Box 180, Cambridge, CB1 2WT**

If you have any enquiries regarding Season tickets contact Parking Services on  
 Telephone 01223 458515 or e mail: [carparks@cambridge.gov.uk](mailto:carparks@cambridge.gov.uk)

Parking Services Use Only	Customer No.	Subscriber Card No.	Issued by	Date of Issue

## Terms & Conditions

1. Season Tickets are issued to business users only and are valid Monday to Friday during the hours of 07:00 and 20:30. Entrance to the car park is authorised only for the applicant and vehicles named by the business and is not transferable. Any misuse will lead to the Season Ticket being cancelled and you will be liable for any Penalty Charge Notices issued.
2. Parking Season Ticket holders are not guaranteed a parking space and no spaces can be reserved.
3. The Season Ticket holder must park the vehicle safely within marked parking bays at all times.
4. The City Council does not accept any responsibility for: loss or damage to vehicles parked in this car park or the contents of, unless such loss or damage is caused by the negligence of Cambridge City Council.
5. Loss or theft of the Subscriber Card must be reported immediately to Parking Services. A replacement season ticket will be issued within 7 working days after receipt of the £10 replacement charge.
6. The Season Ticket holder must notify Parking Services of any changes of address, user or vehicle details and of any problems with the Subscriber Card.
7. Payment for your Season Ticket will only be accepted by Direct Debit. The Direct Debit must be in the name of the business. Any period prior to the first quarter will be calculated on a pro rata basis and will be collected with your first Direct Debit payment.
8. Cambridge City Council reserves the right to cancel the Season Ticket giving one months notice and to refuse to reissue the Season Ticket for whatever reason. Non-payment will result in the season ticket being cancelled.
9. The Season Ticket will be cancelled upon receipt of the returned Subscriber Card and confirmation in writing requesting the cancellation. Once received, any whole months remaining within the charging period will be refunded.
10. Failure to return the Subscriber Card when the company no longer requires it will incur continuous invoice until the Subscriber Card is returned or the Council receives written notification of its loss. The company is liable for the default of these terms and conditions by its employee (the season ticket holder).
11. You must have your subscriber card on you at all times, even when entering the car park using the Automatic Number plate Recognition System (ANPR) system.
12. If entering the car park using a vehicle that is not registered with our ANPR system and you do not have your subscriber card on you, you will be expected to pay the normal daily rate for your parking. **This amount will be non refundable.**
13. If you are exiting the car park outside of the times above then your subscriber card must be used to pay the excess charge due at the pay machine. If you do not have your subscriber card on you then you will be charged from 9:00am that morning. **This amount will be non refundable.**
14. Subscriber Cards remain the property of the Cambridge City Council and are administered by the Parking Services department. Cambridge City Council reserves the right to amend its terms and conditions of use at any time
15. The Season Ticket holder shall be liable for and shall indemnify and keep indemnified the Council against any claims arising whatsoever and however arising directly or indirectly out of

or in connection with the use of the parking unless such claim arises out of negligence of the Council.

16. Requests by a member of Cambridge City Council Parking Services staff to move your vehicle must be complied with.

These terms and conditions are in accordance with the Traffic Regulations Order of The Cambridge City Council. (Off Street Parking Places) (Consolidation) Order 2008

**TO BE COMPLETED BY THE COMPANY MANAGER:**

I declare that all the information given in this application is correct and the business and season ticket holder will abide by the terms and conditions of use

Managers Name	
Managers Signature	
Date	

## Please keep for your records

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