

Application for Health and Social Care Permit

Please return this completed form to: London Borough of Hackney, PO BOX 39054, London, E8 1WS

Part 1. Applicant details (IN BLOCK CAPITALS)

Title (Mr/Mrs/Ms/Miss/other):	First name:
Surname:	
Name of organisation:	
Address of organisation:	
Postcode:	
Telephone:	Mobile:
Email address:	

Part 2. Particulars of vehicle to be used by applicant

Vehicle registration no. (Max 3 per permit)	Engine size
1:	CC
2:	CC
3:	CC

If you have converted your vehicle to run on LPG (Liquid Petroleum Gas) and your Vehicle Registration Document (V5C) has not been updated indicating correct fuel type, you will need to provide a copy of your vehicles LPG Conversion certificates if you wish to qualify for an environment discount.

Part 3. Payment details

I enclose cheque/postal order payable to London Borough of Hackney	Total amount: £
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OFFICE USE ONLY	Permit No:	CPZ Zone:
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Supporting documents

1. A letter from the applicant's organisation, with the line manager supporting the application.
AND
2. The applicant's job description to determine their eligibility, with any supporting log books to illustrate their work.
AND
3. Vehicle Registration Document (V5C) AND the insurance certificate. Unless one of the following:
 - A. Hired vehicle: The hiring or leasing agreement showing the name of applicant OR business as provided in Part 1.
 - B. Newly Purchased Vehicle: New keepers supplement (V5C/2) showing the name of applicant OR business as provided in Part 1

Part 4. Declaration, to be signed by all applicants

- A. I hereby certify that the address shown in Part 1 is my work address
- B. I shall immediately surrender the Permit to the Council in the event of any of the following circumstances occurring:
 1. I have sold/disposed of the vehicle shown on the Permit.
 2. The Council withdraws the Permit or it ceases to be valid for any other reason.
- C. I confirm that I have read and understood all the terms of use shown on this form.
- D. I understand that my permit will be invalid in the case that the terms of use are breached and my vehicle will be subject to enforcement.
- E. I understand that you may use the information provided on this form in line with the Data Protection Act 1998 and that it may be passed to other Council departments, the DVLA or any other bodies to help prevent and detect fraud.
- F. I declare that all the information I have given in this application is correct.
- G. I understand that the Council may request to audit the use of the permit, I shall provide the required documents or records as requested.

The responsibility to renew a permit rests with the applicant. Failure to enclose the required documents will delay your application. A false statement may render an applicant liable to prosecution.

Signature	Date: / /
Signature	Date: / /
Signature	Date: / /

It is an offence under the vehicle (excise) Act 1962 (section 7) to park or keep any mechanically propelled vehicle on a public road if the vehicle is unlicensed, and it is an offence under the Road Vehicles (Registration and Licensing) Regulations 1964 (section 20) to keep such a vehicle on a public road if the licence is not displayed in the vehicle.

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Terms of use for a Health and Social Care Parking Permit

1. Your entitlement to a Health and Social Care Permit

- All applicants employment relates to health and social care in the community and must spend 30% or more of their working week in the community and be an employee of any eligible institution.
- Health and Social Care permits can have a maximum of 3 vehicle registration numbers per permit. If more than one vehicle registration is to be placed on the permit, the registration owner of each vehicle (if not the same) will need to prove that they consent to the use of the vehicle in a specified manner. Please make sure you give full registration in the box provided.
- The vehicle can be a passenger vehicle or a goods vehicle (the overall height must not exceed 2.27 metres (7ft 6in) and the un-laden weight limit must not exceed 3.5T.
- Permits remain the property of the Council and the Council reserves the right to withdraw any permit without giving prior notice or reason.

2. Where and how to use the permit

- A Health and Social Care permit enables the holder to park in any vacant on-street resident permit holder's bay, shared use or general use permit bays for up to three hours within the London Borough of Hackney. When the three hours have elapsed the holder must remove the vehicle from the parking space and not return to the same road or part of road for at least one hour.
- The clock supplied by the Council must be displayed at all times, showing the time of arrival.
- The restricted hours will be displayed at the entry points to the zone, and in some cases on signs adjacent to the bays.
- A Health and Social Care permit does not guarantee a parking space.
- Vehicles must park entirely within the bay markings.
- Health and Social Care permits are not valid for parking in business permit bays, pay & display bays, Doctors or Disabled bays, yellow lines, housing estates, car parks or suspended bays.
- Health and Social Care permits must be clearly displayed on your vehicle's front windscreen in order for the details to be easily read and are only valid for the vehicle registration numbers stated on the application form and on the permit.
- Permits are non transferable.
- Health and Social Care permits are not required for motorcycles, which can park free of charge in permit and shared use bays, if parked at the end of the bay and perpendicular to the kerb.
- Health and Social care permit is provided to help the holder to carry out health and social care duties in the community. The permit cannot be used for other purposes such as attending meetings and must not be used solely for commuting into work.

3. Pricing

The price of your permit depends on its engine size and fuel type. If your vehicle was specifically made or converted to run on a greener fuel you are eligible for a discount.

The 'greenest vehicles', which run entirely on alternative fuels are eligible for free permits. This category includes electric vehicles and vehicles that can only run on compressed natural gas (CNG) or liquid petroleum gas (LPG).

Application for Health and Social Care Permit

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Vehicles that run on greener fuels but can also run on petrol or diesel are classed as 'greener vehicles'. These include Hybrid vehicles (which use both electricity and either petrol or diesel).

Your Permit will be priced according to the following table:

	1 year
Greenest vehicles (such as fully electric vehicles)	£20
Small engine under 1200cc, dual fuel or hybrid vehicles	£120
Normal size engine 1201 – 2000 cc	£220
Large engine 2001 – 3000 cc	£320
Larger engine 3001 – 4000 cc	£420
Largest engine 4001 cc plus	£520

4. Proof of Fuel Type

If you have converted your vehicle to run on LPG (Liquefied Petroleum Gas) and your Vehicle Registration Document (V5C) has not been updated indicating the correct fuel type, you will need to provide a copy your vehicle's LPG Conversion Certificates if you wish to qualify for an environmental discount.

5. What happens if I lose my Health and Social Care permit?

If you lose or damage your permit it will not be replaced—you will have to purchase a new one at full price.

6. What happens if my Health and Social Care permit is stolen?

We will replace it free of charge if you provide us with a valid crime reference number or crime report.

7. What happens if I change my vehicle?

You will need to complete the Replacement Permit Application form; this is available on our website www.hackney.gov.uk/parking, and the Hackney Contact Centre on 020 8356 8877. If you change to a vehicle in a different pricing band, you will either be eligible for a refund or be required to pay a surcharge based on the difference in prices for the remaining lifetime of the permit. There is an administration charge of £10.

8. Refunds

Refunds are payable for each full calendar month remaining on the permit from the date we receive your refund request. There must be a minimum of 3 months remaining on the permit. There is an administration charge of £20 to process a refund request. If we have to cancel your permit because of fraud or misuse then you will not be eligible for a refund.

9. Suspensions

Your permit is not valid in suspended bays. This will result in a parking ticket being issued and your vehicle maybe relocated or removed to the car pound. Please check the signs carefully for the times when the suspension is enforced.

10. Preventing Fraud

The Council considers fraud and attempted fraud to be extremely serious matters and will not hesitate to take preventative, remedial or punitive actions against any person or organisation suspected of fraud or attempted fraud. Permits remain the property of the Council and the Council reserves the right to withdraw any permit without giving prior notice or reason – and your vehicle may be issued with a penalty charge notice or removed.